

**GENERAL PLAN  
PROGRESS REPORT**

for

**THE CITY OF SUSANVILLE,  
CALIFORNIA**



**City of Susanville Community Development  
Department**

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**DATE OF PRESENTATION & ACCEPTANCE BY THE CITY COUNCIL**

This report was presented to the Susanville City Council for review and acceptance on September 21, 2005, and was accepted and approved via Resolution No. 05-3969.

## **City of Susanville**

66 North Lassen Street  
Susanville, CA 96130

## **City Council**

Calendar Year 2004

Rodney E. De Boer, Mayor  
Rocky Joy, Mayor Pro Tem  
Lino Callegari  
Doug Sayers  
Mary Fahlen

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DIV. OF HOUSING  
POLICY DEVELOPMENT HCD

## **Planning Commission**

Calendar Year 2004

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Gene Stark  
Sandra Martin  
Alan Dowdy

## **City Administrator**

Luann Rainey

## **City Clerk**

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## **Grants Administrator**

Gwenna MacDonald

## **Community Development Department Planning Division**

Bill Nebeker, Director  
Cindy Weston, Associate Planner  
Tammie Wilson, Secretary



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# TRANSMITTAL

FROM

## THE CITY OF SUSANVILLE

URGENT

FOR REVIEW

PLEASE COMMENT

AS REQUESTED

**TO:** HCD

**FROM:** City of Susanville Planning Department

**DOCUMENT:** General Plan Progress Report - 2001 thru 2004

**DATE:** September 29, 2005

### MESSAGE:

Enclosed please find one copy of the City of Susanville General Plan Progress Report which includes "Attachment D" WFH Annual Progress Report on Implementation of the Housing Element, as required pursuant to Section 65400 of the Government code. This report covers a span of several years. Also enclosed is a copy of City Council Resolution No 05-3969 approving the report.

If you have any questions please call Cindy Weston, Planning Technician at (530) 252-5115.

cc: OPR Robert HI

## INTRODUCTION AND SUMMARY

Pursuant to Government Code Section 65400(b)(1) the City of Susanville hereby submits this report for your consideration.

This report covers a period from January 1, 2001 through December 31, 2004. The State Government Code requires that an annual report be submitted to the City Council and the Planning Commission on the status of the General Plan and progress on its implementation. The annual report is also submitted to the Governor's Office of Planning and Research and the Department of Housing and Community Development.

The information in this report is intended to assist the Council and Planning commission in determining success in implementing policies in the General Plan and in formulating future implementing priorities.

The following is a summary of the content and format of the annual report.

**General Plan Goals** - This section provides a list of all the General Plan goals.

**Development Activity** - This section offers information on the number of General Plan Amendments processed and the number of Development Applications Processed.

**General Plan Implementation** - Progress toward implementation of General Plan policies are reviewed and commented on following a short narrative of each element of the General Plan. The Housing Element section of this report includes the Annual Progress Report on Implementation of the Housing Element.

**Review of Departments** - This section encompasses activities of various city departments and what they have accomplished.

**Community Development Department Goals, Objectives and Activities** -This section provides a list of goals and tasks the Community Development Department hopes to complete in 2005 and in the future.

## GENERAL PLAN GOALS

The Major goals of the General Plan are grouped and paraphrased below. Together they set the theme for Susanville's development through 2010.

### Land Use Element

- Maintain the present "quality of life." Keep Susanville a relatively compact community, surrounded by open space, agriculture, and forest.
- Encourage, but manage, the rate, location, and type of growth so as to promote the orderly and harmonious development of Susanville and its surroundings.
- Work with the County and other service-providing agencies (such as the utility and sewer districts) to encourage annexation of land to the city before urban development can occur.
- Provide for the orderly growth of the Municipal Airport and for the safety of the public and those who live and work in or near the airport.

### Circulation Element

- Establish a road system that will accommodate future growth, and assure that improvements are synchronized with (and do not lag behind) growth and expansion.
- Establish alternative routes to Main Street, but minimize traffic impacts in residential areas.
- Make Main Street a comfortable and safe street for drivers and pedestrians alike. Make it easy to get to Main Street and Uptown businesses.
- Assure that parking is adequate in all commercial areas.

### Economic Development Element

- Guide the city's economy in a direction that protects existing businesses while encouraging growth of a kind that will meet the economic needs of the city's residents.
- Preserve and protect retail business in Uptown and on Main Street.
- Draw visitors to Susanville. Define an appealing, coherent image for the city and strengthen tourism.
- Assure logical and continuous growth. Among other things, work for City control of the location of the proposed Highway 36 bypass and the use of land adjoining the bypass.

*Community Character Element*

- Preserve significant historic buildings and areas.
- Strengthen the city's identity and distinctiveness.
- Preserve and protect all bodies of water in their natural state as open space, habitat, and a resource to be preserved, seen, and used.
- Insure safe and scenic access to the Susan River and Piute Creek. Create a connection between Main Street and the river.
- Upgrade the quality of existing and future development and assure that new development is attractive.
- Improve the appearance of neighborhoods. Require public sidewalks on all residential and commercial streets.
- Add art in public places.

*Open Space, Parks, Recreation, and Child Care Element*

- Preserve scenic areas, natural habitats, and open spaces within and outside the city.
- Develop a comprehensive, city-wide trails and paths system.
- Provide a variety of leisure, recreation, and cultural opportunities for residents and visitors.
- Parks and open spaces should be accessible, attractive, affordable, safe, and uncrowded.
- The total park acreage should be increased to meet the community's overall needs, and new parks should be provided in areas of the city that are growing.
- Park facilities and design should be improved. Opportunities should be sought to install cultural activities in the park system.
- Provide for the community's day care needs.

*Housing Element*

- Provide a range of housing types.
- Preserve and increase the existing supply of rental apartments.
- Preserve existing mobile home park spaces and provide opportunities for new mobile home parks.
- Provide housing opportunities and promote the development of safe, sanitary, and desirable housing for persons of all economic levels.

- Provide the City's fair share of temporary emergency shelter for the homeless and those in need of transitional housing.
- Provide a choice of affordable housing by location, type, price, and tenure
- Improve the condition of the City's existing housing.
- Enhance the residential quality and character of Susanville.

*Community Health, Safety, and Conservation Element*

- Protect and improve the well-being of the Susanville community, including its residents and visitors; maintain their health and safety.
- Strive to prevent loss of life and property due to fire, crime, natural hazards, and exposure to hazardous materials.
- Provide a consistent supply of high quality water, adequate to meet Susanville's need.
- Minimize the amount of noise that future development creates and the amount of noise to which the community is exposed.

## DEVELOPMENT ACTIVITIES 2001 THROUGH 2004

<b>GENERAL PLAN AMENDMENTS PROCESSED</b>			
<b>DATE</b>	<b>Application #</b>	<b>Applicant</b>	<b>Project Location or Description</b>
37063	GPA 01-01	City of Susanville	*Fitzgerald et.al. Annexation located in northeast Susanville
37322	GPA 02-001	Stoneco Construction	*Southwest corner of Russell Ave. & Paul Bunyan Road - medium density residential to high density residential
37622	GZ 03-001	Valceschini	South side Paul Bunyan Road 100'± west of Ash Street - single family residential to commercial office
37802	G 03-015	City of Susanville	Housing Element
37994	GZ 04-001	Ashwinder Mathfallu	*NE corner of Skyline and Numa

\* Projects not approved due to community opposition of medium density residential to high density residential

<b>DEVELOPMENT APPLICATIONS PROCESSED</b>				
<b>APPLICATION TYPE</b>	<b>Year Processed</b>			
	<b>2001</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>
Annexation	1	0	0	0
Appeals	0	0	0	0
Architectural & Site Plan Review	2	1	13	9
Certificate of Compliance	0	0	1	0
General Plan Amendment	1	2	2	2
General Plan Conformance	0	0	1	0
Lot Line Adjustment	2	3	8	3
Parcel Map	1	2	2	3
Tentative Subdivision Map	2	1	1	2
Use Permit	6	5	7	10
Variance	3	1	2	3
Zone Change	3	3	2	2

## GENERAL PLAN ELEMENTS & IMPLEMENTATION

### 1. LAND USE ELEMENT

The Land Use Element of the General Plan contains goals and policies to guide government decision-making on all matters related to land use. It presents maps, tables, and graphs to assist the reader in understanding how Susanville has grown and why conditions are as they exist today, as well as assessing likely possibilities for future growth and change. It serves as a guide for property owners who want to know what the potential use of their land might be, and it is intended to facilitate the coordination of City land use plans and policies with those of Lassen county, the State of California, and other agencies concerned with land use in the area, such as the Forest Service and the Bureau of Land Management.

#### **Sphere of Influence**

Susanville's land use goals and policies apply to areas beyond the City limits, including all land within the City's "Sphere of Influence." The "Sphere of Influence" is a concept mandated by State law to allow and encourage cities to effectively manage the nature and rate of their development. The sphere is meant to include all land which may be influenced by – or may influence – the city, but especially those areas in which residents or users of the land may be served by City public works or may use City services and utilities.

#### **Land Uses**

All Land within the Susanville planning area can be grouped into categories, which are shown on the Land Use and Circulation Map for the city. The land use categories are residential, commercial, industrial, open space and public and government. There are five residential designations consisting of Single Family, Duplex, Duplex-Triplex, Multifamily and Mobile Home Park. There are five commercial designations consisting of Local/Neighborhood, General Commercial/Shopping Center, Mixed Use, Commercial Office and Commercial/Light Industrial. The two industrial designations are Light Industry or Business Park and Heavy Industrial. The two open space designations consist of Resource Conservation and Parks and Recreation. The two public and government designations are Critical Facilities and Other Public. In addition to the main categories there are four overlay classifications which contain specific additional conditions or criteria for development. These overlay districts are Flood Plain, Planned Development, Historic Preservation and Design Review.

#### **Amendments to the Land Use Element (2001-2004)**

4/4/2001 - Amendment to Land Use Map and Text

6/5/2002 - Amendment to Land Use Map and Text

#### **Land Use Element Update**

The Community Development Department staff began an update to the Land Use Element of the General Plan and the Zoning Ordinance to incorporate the changes recommended in the updated Housing Element. Adoption of both updates is tentatively scheduled to occur in the spring of 2006.

Land Use Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy a	The City shall allow the siting and development of a senior high school away from Main Street	On-going	CDD - Planning	Program in place	Since the High School District has determined that it is not economically feasible to relocate the high school campus from its present location on Main Street. This policy will be deleted.
Policy LU-1	The General Plan shall contain residential, commercial, mixed use, industrial, open space, public & government land use categories which shall be implemented by the adoption of specific zone districts. Each category may require the adoption of several zone districts, the decision making body shall determine the number of zone districts required and specific uses permitted in each district which shall be found consistent with the General Plan by the decision making body.	On-going	CDD - Planning	Program in place	A new Zoning Ordinance was adopted on September 16, 2000 addressing policy LU-1. Susanville's zoning is now in closer conformity with the Susanville General Plan. The proposed 2005 update to the Zoning Ordinance will achieve better conformance between the two.
Policy b	It is the policy of the City to discourage urban sprawl.	On-going	CDD - Planning	Program in place	The city continues to promote infill development and discourages urban sprawl.
Policy c	As the city grows, every effort shall be made to keep a wide band of open space at its perimeter	On-going	CDD - Planning	Program in place	The city is surrounded by mountainous terrain on the north, west and south and agricultural lands that are in the Williamson Act to the east.
Policy d	Further development in the 100-year flood plain shall be discouraged	On-going	CDD - Planning	Program in place	Title 15 of the City of Susanville Municipal Code is the Ordinance for Floodplain Management in the city.
Policy e	The City will actively seek to annex lands within its sphere of influence that are contiguous to its city limits.	On-going	CDD - Planning	Program in place	When infrastructure is available or can be put in place at a reasonable cost the city actively seeks annexation within its sphere of influence.
Policy f	The City shall seek to expand its sphere of influence southward and westward.	On-going	CDD - Planning	Program in progress	The city is in the process of updating and enlarging its municipal service review and sphere of influence.

Land Use Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy g	The City shall fully utilize its powers to extend or withhold utilities and services, and shall not extend municipal services to areas outside the city, except upon conformance to the City's General Plan and annexation to the City.	On-going	CDD - Planning DPW	Program in place	It is city policy not serve water and gas utilities outside the City Limits unless an agreement is made with the property owner* to annex to the city at such time as the city makes a request of the property owner to annex. * agreement to annex runs with the land.
Policy h	The City shall work with Lassen County and the Susanville Consolidated Sanitary District (SCSD) to establish mutually reinforcing goals of city-centered development to prevent the conversion of rural, agricultural, forest, and open space lands to urban use inside Susanville's sphere of influence but outside its City Limits.	On-going	CDD - Planning DPW	Program in place	The city is presently working with SCSD on their sphere of influence and also works with the county and other jurisdictions and districts on a continuing basis.
Policy i	The city shall ask the County to actively promote open space, forest and agricultural uses on lands beyond the city limits.	On-going	CDD - Planning	Program in place	The city maintains an open line of communication with the county. The city has requested that the county contact the city for development review comments on projects within the city's sphere of influence.
Policy j	The City shall encourage industrial expansion in designated areas in the city.	On-going	CDD - Planning	Program in place	There is industrial land available for development within the city and the city supports such development in properly zoned areas.
Policy k	Establish neighborhood commercial centers in new residential areas	On-going	CDD - Planning	Program in place	There is commercial and commercial/office zoned land in and around neighborhoods throughout the city.
Policy l	The City shall educate the citizenry regarding planning procedures and the objectives, benefits, and costs of planning.	On-going	CDD - Planning	Program in place	The CDD has provided neighborhood meetings and community forums to educate the public regarding planning and development. The CDD provides printed matter regarding fees, and application procedures and other information that might be helpful to the public.

Land Use Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy m	The City shall coordinate and work with the County, SCSD and LMUD and other agencies to protect the viability and growth potential of the airport	On-going	DPW CDD - Planning	Program in place	The City is acquiring easements on land surrounding the airport to promote its integrity. The County also uses overlays to provide runway approach areas.
Policy n	The Susanville General Plan supports the policies and guidelines of the Airport Land Use plan adopted by the Lassen County Airport Land Use commission including noise, airspace, safety, and referral area policies.	On-going	DPW CDD - Planning	Program in place	Refer to the adopted Susanville Airport Master Plan adopted for more information.
Policy o	The City shall coordinate and work with the county to assure that any future land uses in the airport area shall be compatible with airport use.	On-going	DPW CDD - Planning	Program in place	The County notifies the City regarding and land use applications near the Susanville Airport to assure compatibility with the airport.
Policy p	Encourage public and private development of hangars according to City specifications.	On-going	DPW CDD - Planning	Program in place	The City encourages construction of new hangars. Any new hangars must be built to City Standards
Policy q	The City shall promote the expansion of the airport both internally and externally.	On-going	DPW CDD - Planning	Program in place	No comment.
Policy r	The City shall pursue development of its airport property in a manner that enhances and utilizes airport facilities	On-going	DPW CDD - Planning	Program in place	The City has a Ten-year Capital Improvement List in place for future development of the airport

## 2. CIRCULATION ELEMENT

The proposed circulation system is designed to serve the desired pattern and intensity of land uses set forth in the Land Use Element of the General Plan. Susanville is served by a few major roadway facilities that provide for the principal traffic movements both through and within the City limits. The most heavily traveled route is Main Street, which is used both for through traffic and local access to retail and employment centers. The proposed circulation system is based on the patterns and densities of the Land Use Element and is designed to permit traffic to choose among several reasonably direct paths to destinations throughout the City.

- a. Lassen County has the responsibility for the completion of Skyline Drive from State Highway 139 to Johnstonville Road. The completion of this project will reduce the traffic on Main Street and Ash Street and provide an easy route from the northerly end of town to the east. There is no set date to begin road construction at this time. The environmental review period is over and the county is in the process of establishing a wetlands replacement area near Doyle California to replace wetlands that will be disturbed as a result of the construction of Skyline Road.
- b. Ninety-five percent of all City streets have been resurfaced under the STIP program.
- c. The city is in the process of updating the General Plan Land Use and Circulation Map. Changes to the map should be completed by the winter of 2005.

Circulation Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy a	The City shall adopt a street plan which designates primary and secondary routes	On-going	CDD - Planning	Program in place	The City street plan is delineated on the General Plan Land Use and Circulation Map
Policy b	The City Shall work with the County and CalTrans to identify one or more alternative routes to Main Street..	On-going	CDD - Planning	Program in place	The City is working with the County on the extension of Skyline Road south. This should provide an alternate route to and from south Susanville area.
Policy c	The City shall require traffic impact studies for all new developments, and shall urge the County to do the same.	On-going	CDD - Planning	Program in place	Each project submitted to the CDD for review and approval is reviewed for traffic impacts and when necessary a traffic study is required.
Policy d	The City shall require developers (as defined in the glossary) to make road improvements based on impacts generated by their developments and on capacity standards for new and existing streets, prior to development.	On-going	CDD - Planning	Program in place	The Susanville Municipal Code, Title 16 sets forth requirements for developers regarding improvements.
Policy e	The City shall reserve rights-of-way for future roadway alignments, and shall ask the county to do the same.	On-going	CDD - Planning	Program in place	Where necessary the city reserves right-of-way or requests easements for access and utility purposes
Policy f	It shall be City policy to improve the structure and maintenance of Main Street	On-going	CDD - Planning	Program in place	Main Street is a State highway and under the control of CalTrans. The City continues working with CalTrans to upgrade and maintain Main Street.
Policy g	It shall be City policy to preserve existing trees and to plant street trees, install planted medians with left turn lanes, and maintain the landscaping on Main Street.	On-going	CDD - Planning	Program in place	The City has found it difficult to require landscape medians due to street widths, cost and difficulty in maintenance. The City does support the use of medians and where practical will urge developers to use them for traffic calming devices and beautification.

Circulation Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy h	It shall be City Policy to upgrade the safety of local intersections.	On-going	CDD Planning	Program in place	The City continues to trim vegetation encroaching on corners and traveled ways. The City maintains the safety of street intersections no matter what the issue is.
Policy i	The city shall pursue the adoption of Main Street as a City managed route over which it will have design control.	On hold	CDD Planning	Program in place	CalTrans retains control of Main Street (State Highway 36)
Policy j	Support the County's efforts to extend Skyline Road east to State Route 139 and south to Johnstonville Road.	On-going	CDD - Planning	Program in place	The City and County are working together to ensure Skyline Road extension is construction
Policy k	Build a new east-west collector on the Paul Bunyan right-of-way south of Chestnut Street, and develop new north-south roads to connect Main Street to the northern (east-west) arterials.	On-going	CDD - Planning	Program in place	The extension of Paul Bunyan Road from the easterly city limit line to the southerly extension of Skyline Road is planned as development permits.
Policy l	Upgrade access to the airport, including new and widened roads, public parking, and acceleration lanes from the airport to the Highway.	On-going	CDD - Planning	Program in place	CalTrans has upgraded the airport access from State Highway 36.
Policy m	Protect the airport from neighboring land uses.	On-going	DPW	Program in place	The City and County use easements and overlay zones to protect the Airport from Neighboring land uses.
Policy n	Improve the level of passenger and cargo services provided.	On-going	DPW	Program in place	The Susanville Airport runway expansion should go to construction within the next year and also planned is an airport master plan and a rehabilitation of the airport in general.
Policy o	Upgrade the terminal	On-going	DPW	Program in place	No comment.

Circulation Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy p	Ensure consistency between the General Plan and the Airport Master Plan.	On-going	DPW	Program in place	No comment
Policy q	The City shall develop an overall planned system of all-weather on-street bike lanes and off-street bike paths that can be used for commuting to and from work and which also will tie into a region-wide system of recreational trails.	On-going	CDD - Planning	Program in place	Bicycle lanes and pathways are considered with new developments and are put in place where street right-of-way width allows space and where trail systems have been planned. Land has been purchased for a trail along the Susan River
Policy r	Determine parking ration standards for future development in Uptown and other areas.	On-going	CDD - Planning	Program in place	The Zoning Ordinance establishes the parking standards for the city (Chapter 17.100)
Policy s	The City shall provide visible, well-striped, short-term on-street parking.	On-going	CDD - Planning	Program in place	Striped on-street parking is available on main street and on several side streets in uptown Susanville
Policy t	The City shall develop strategies to reduce long-term and employee parking demand Uptown.	On-going	CDD - Planning	Program in place	The City constructed a new parking lot in the uptown area in 2000, and continues to work with uptown merchants to provide more parking.
Policy u	The City shall establish parking lot design standards to promote safe and easy ingress to, egress from, and circulation within off-street parking lots.	On-going	CDD - Planning	Program in place	The City's Design Guidelines adopted July 17, 2002 establishes a desirable parking lot design that promotes safety and easy ingress and egress. During plan check parking lots and circulation design is closely scrutinized.
Policy v	The City shall ensure that there will be adequate parking throughout the City.	On-going	CDD - Planning	Program in place	The Zoning Ordinance establishes the parking standards for the city (Chapter 17.100)
Policy w	Parking will be made available either through shared private parking facilities or municipal parking lots.	On-going	CDD - Planning	Program in place	The Zoning Ordinance establishes the parking standards for the city (Chapter 17.100)

### **3. ECONOMIC DEVELOPMENT ELEMENT**

Susanville is the largest city in Lassen County, and the focus of the County's economy. The area's economy was historically based on lumber and agriculture, but the government sector has become the largest employer. The goals of this element are directed toward guiding the City's economy in a direction that will meet the economic needs of the City's residents.

#### **Susanville's Economy**

Susanville is the employment center of Lassen County, containing about three-quarters of local jobs. Growth in local jobs since 1972 has been concentrated in the government sector, which in 1987 accounted for nearly half of all employment in the County. Services and retail trade are also important employment sectors.

Susanville remains the most important retail center in Lassen County, but it has not been able to compete effectively with Reno, Redding, and Klamath Falls for major purchases made by residents of the county and surrounding area. Within Susanville, retail sales activity has shifted east along Main Street, away from Uptown to the newer shopping centers.

Tourism is important to the Susanville economy. The area around Susanville offers a variety of recreational activities, including fishing, hunting, boating, hiking, cross-country skiing, and camping. Visitors en route to or from these activities--as well as those traveling to other cities--patronize Susanville's motels, restaurants, and retail stores. Attractions within the city itself, however, are limited.

#### **Opportunities For And Obstacles To Growth**

Economic growth in Susanville could take advantage of some existing features of the area, but would have to overcome some existing obstacles as well. Scenic beauty, recreational opportunities, large areas of land available for development, new, modern gas distribution system, underutilized geothermal resources, and an available labor force are all positive features that could be attractive to new industries.

At the same time, Susanville must overcome some obstacles to growth. The City is located at some distance from markets and most natural resources. Although there is a large amount of land available for development there would be much soil preparation involved and infrastructure improvements would be needed. Also the available work force may not have the necessary skills and may not be interested in full-time, year-round jobs. Other obstacles include traffic congestion on Main Street, wage expectations and the distance from the city to a major educational institution.

#### **Goals, Policies, and Programs**

In formulating goals, policies, and programs for economic development and tourism the following eight specific issues were taken into consideration: readiness for economic growth; access to Susanville; employment expansion; character of Main Street; attracting visitors and increasing Susanville's attractiveness to visitors; providing visitor activities; permit processing; and the proposed bypass, annexation of adjacent lands, and growth.

Economic Development Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy a	Susanville shall designate growth areas for “site marketing” locally and to outside investors.	On-going	CDD - Planning	Program in place	The General Plan and Zoning Ordinance identify areas that are appropriate for industrial and commercial growth.
Policy b	Develop a cooperative and comprehensive economic development program	On-going	CDD - Planning	Program in progress	The City continues to participate in the Economic Development Coordinating Council, which acts as a catalyst for the improvement of Lassen County’s economy through open communication, progressive action and dedicated participation by its membership. Being a member of this Council the City has input as well as benefitting from information provided by other members. But due mainly to budget constraints the City does not currently have a comprehensive economic development program.
Policy c	Centralize the dissemination of economic information.	On-going	CDD - Planning	Program in progress	An economic development team comprised of City department heads and the city administrator meets regularly to update the City’s Strategic Plan and discuss economic development concerns.
Policy d	Pursue economic development grants and other sources of funds for economic development	On-going	CDD - Planning	Program in progress	The City is pursuing grant funds for a Redevelopment project and economic development programs.
Policy e	Encourage restoration of rail service.	On-going	CDD - Planning	Program in progress	With the closure of the Sierra Pacific Mill all rail service to the area has stopped. It is very unlikely that rail service will be provided in the future.

Economic Development Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy f	The City shall recognize the importance of general aviation facilities and services as part of a comprehensive transportation solution to Susanville's isolation.	On-going	CDD - Planning	Program in place	The City is committed to provide continued funding of the airport to serve the community.
Policy g	Advertise and promote Susanville's location and accessibility.	On-going	CDD - Planning	Program in progress	The city is in the process of doing more to promote the Susanville area.
Policy h	Encourage businesses that don't depend on access.	On-going	CDD - Planning	Program in progress	The City is encouraging economic gardening to grow existing businesses and promote small scale business efforts.
Policy i	Provide financial assistance to new or expanding businesses, or both.	On-going	CDD - Planning	Program in place	At every opportunity the City seeks grant or loan funds to assist new and expanding businesses.  The City manages two Economic Development Loans made by the City from program income derived from a 1994 Economic Development Block Grant award. Monitoring of the business for jobs and income screening is accomplished by agreement with Lassen Career Network and the Alliance for Workforce Development.
Policy j	Develop a business promotion package for Susanville.	On-going	CDD - Planning	Program inactive	The City currently does not have a business promotion package.
Policy k	Allow for "cottage industry" and/or "home occupations" in order to accommodate an expanded range of businesses.	On-going	CDD - Planning	Program in place	The Zoning Ordinance (Chapter 17.104.060) provides for home occupations in residential areas. The City is considering expanding the provisions of home occupations to encourage cottage industries in the community.

Economic Development Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy I	Help local mills; support the long-term productivity of the timber industry.	On-going	CDD - Planning	Program Inactive	The last lumber mill in the Susanville area closed in 2004. There are no prospects for other lumber mills to come to the area due to economical infeasibility.
Policy m	Maintain City policy supporting other existing Susanville-area employers, including the California Correctional Facility, geothermal operations, Lassen Community College and the hospital.	On-going	CDD - Planning	Mixed Progress	Except for geothermal operations the City is supporting and assisting existing employers. The city is reducing geothermal operations due to its inefficiency and cost. The City's natural gas system is replacing most geothermal applications except for heating of a future community pool.
Policy n	Susanville shall collaborate with educational institutions, employers, and agencies to strengthen the depth and range of local labor force capabilities.	On-going	CDD - Planning	Program in progress	The City regularly collaborates with agencies to strengthen the local labor place.
Policy o	Recognize the local labor force as one of Susanville's resources.	On-going	CDD - Planning	Completed	
Policy p	Provide incentives for Main Street retail.	On-going	CDD - Planning	Program in progress	In 2001-2002 the city developed specific guidelines for renovation as well as new development relevant to both commercial and residential applications. The City of Susanville Design Guidelines describe in detail the guidelines for construction in the Historic District and also provides guidelines for other areas in the city. These guidelines have been established in conjunction with the city's Design & Financial Commercial Facade Improvement Plan & Street Revitalization Strategy Plan, made possible through a Community Development Block Grant.

Economic Development Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy q	Convince retailers to make an investment on Main Street.	On-going	CDD - Planning	Program in place	Main Street is the most heavily sought after location within the City due to its exposure to passing vehicles.
Policy r	Susanville shall develop a tourism promotion program.	On-going	CDD - Planning	Program in progress	In 2005 the Lassen County Tourism Coordinating Council (LCTCC) was organized with the City of Susanville as an active participating member.
Policy s	Improve local understanding of Susanville's tourism base and potential.	On-going	CDD - Planning	Program Completed	The City is working on a branding theme for the community with the LCTCC
Policy t	Establish an over-arching theme for Susanville's tourism promotion efforts.	On-going	CDD - Planning	Program in progress	No comment.
Policy u	Identify opportunities to attract visitor attention to local character and attractions.	On-going	CDD - Planning	Program in place	The City works with LCTCC, Lassen County Chamber of Commerce, Historic Uptown Susanville Association (HUSA) and other entities to attract visitor attention to local character and attractions.
Policy v	Encourage the installation of directional signs (to Main Street and other points of interest) along important through routes.	On-going	CDD - Planning	Program in place	Many directional signs have been installed.
Policy w	Improve and strengthen existing visitor activities.	On-going	CDD - Planning	Program in place	The City in conjunction with the Lassen County Chamber of Commerce and HUSA is promoting visitor activities.
Policy x	Expand the number of visitor-serving activities and facilities.	On-going	CDD - Planning	Program in place	The City works with the Lassen County Chamber of Commerce and the Historic Uptown Susanville Association (HUSA) to expand visitor activities.

Economic Development Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy y	The City shall take an active role in shepherding the new development through the permit process	On-going	CDD - Planning	Program in place	The CCD is responsible for shepherding new development through the permit process and is constantly working on providing information and aid to developers and the public on the various permit processes.
Policy z	The City shall increase resources available for permit processing as needed	On-going	CDD - Planning	Program in place	The CDD updates all information regarding the permit process as needed and provides the public with informational materials regarding the different permit processes.
Policy aa	Identify priority development areas.	On-going	CDD - Planning	Program in place	The CDD has established priority development areas in relationship to existing infrastructure.
Policy ab	Encourage annexation of areas to the City prior to their development.	On-going	CDD - Planning	Program in progress	The City is expanding its sphere of influence, master service review, and tax share agreement to facilitate annexation of new areas.
Policy ac	Prohibit development along any bypass corridor.	On hold	CDD - Planning		(see Policy af)
Policy ad	Recognize that improving safety and removing through-traffic are separate issues; address each of these issues independently.	On hold	CDD - Planning	Program Completed	Both issues have been addressed.
Policy ae	Establish a scenic corridor along the bypass route.	On hold	CDD - Planning	Program Inactive	(see Policy af)

Economic Development Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy af	Any bypass shall be located within City limits.	On hold	CDD - Planning	Program Inactive	The City and County have studied numerous by-pass routes and the costs of those by-pass routes that have been discussed are prohibitive. There is also dissent among merchants who feel that a by-pass will damage the local business community. The City is working on internal traffic design that will allow relief of the traffic on Main Street and provide efficient access to all parts of the City.

#### 4. COMMUNITY CHARACTER ELEMENT

The Community Character Element is concerned with how Susanville looks and feels – with the sensory relationships between people and their environment, their feeling of time and place, and their sense of well being.

The City is perceived in two ways: First, there is the overall larger environment. Susanville is a “central place,” a town that exists to serve its surrounding area and Lassen, Modoc and Plumas Counties. Susanville is perceived as a country town with its low buildings and unique storefronts and its surroundings of mountains on three sides and high desert to the east. Second way the City is perceived is through the physical details that are seen every day and ‘up close’ such as the layout or design and the upkeep of streets, walks, curbs, street lamps, trees and front yards. Although the basic character of Susanville is established by the Susan River and the surrounding mountains and forests, it is how the man-made details are handled that determines whether the full potential beauty of the community is realized.

The City is continually addressing the issues of Susanville’s Uniqueness and identity, assuring attractive growth, improving existing neighborhoods and commercial areas, and appearance and community pride.

The City received an Economic Development and Planning & Technical Assistance Grant in working with the Historic Uptown Susanville Association and merchants/property owners to plan for building facade restoration and street-scape improvements in a ten block area uptown between Pine, Weatherlow, Cottage and Nevada Streets. The project has been completed and alternative funding for the project has been provided to the participants. The City is hoping to fund various facade rehabilitation projects with Redevelopment Agency funds.

In February 2002 the City of Susanville and Lassen County adopted ordinances creating authority for Historic Building Preservation. The City's Ordinance No. 02-882 created the Lassen County / City of Susanville Historic Building Review Committee. The purpose of the committee is to review applications requesting buildings and / or sites to be placed on the Lassen County / City of Susanville Historic Building Registry for the purpose of utilizing the State Historic Building Code. The City appointed its members of the committee in the Fall of 2003. To date the committee has heard and approved five applications for buildings to be placed on the historic registry. The five buildings are as follows:

- |                               |                |
|-------------------------------|----------------|
| a. Jules Alexander Residence  | Susanville, CA |
| b. Masonic Hall               | Westwood, CA   |
| c. Goodrich House             | Westwood, CA   |
| d. Red River Lumber Tool Shed | Westwood, CA   |
| e. Standish Hall              | Standish, CA   |

Property was purchased adjacent to the existing Lassen Historical Museum on Weatherlow Street to construct a new museum facility. Work began in 2001 with City staff and inmate crews remodeling the building. Work is ongoing as funding is available.

Community Character Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy a	Identify views to be preserved.	On-going	CDD - Planning CSD	Program in place	Views in the City are a valuable resource. The City is surrounded on three sides with mountains and ordinances are in place to deter hillside development near ridge lines and to preserve scenic vistas. The CDD considers view sheds and compatibility with the environment when ever a project is submitted for review and approval.
Policy b	The City will make an effort to educate the public regarding funding and ways to preserve historic buildings through the use of incentives.	On-going	CDD - Planning	Program in place	See Policy c.
Policy c	The City will identify and list historic sites and buildings to be protected and preserved.	On-going	CDD - Planning	Program in place	In February 2002 the City of Susanville and Lassen County adopted ordinances creating authority for Historic Building Preservation. The City's Ordinance No. 02-882 created the Lassen County / City of Susanville Historic Building Review Committee. The purpose of the committee is to review applications requesting buildings and / or sites to be placed on the Lassen County / City of Susanville Historic Building Registry for the purpose of utilizing the State Historic Building Code.
Policy d	It is City policy to buy or lease and to use, and to encourage other government agencies to buy/lease and use historic buildings for public purposes, including but not limited to government offices and cultural facilities.	On-going	CDD - Planning	Program in place	The City remodeled City Hall, an existing historic structure. See Policy c.

Community Character Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy e	It is City policy to discourage the demolition of existing buildings that still have a remaining useful life.	On-going	CDD - Planning	Program in place	No Comment.
Policy f	City policy is to encourage the adaptive re-use of existing buildings.	On-going	CDD - Planning	Program in place	No Comment.
Policy g	Identify Susanville with its location and resources.	On-going	CDD - Planning	Program in place	No Comment.
Policy h	The City shall enhance the Susan River and its banks as a scenic resource	On-going	CSD CDD - Planning	Program in place	The City acquired three properties between Pat Murphy Little League Park and Alexander Avenue to add to the Susan River Trail Corridor. The trail corridor now stretches from Alexander Avenue to Highway 36. Grant funding has been secured to construct the trail which is scheduled for construction in 2005
Policy i	The City shall pursue the cleanup and beautification of the Susan River, Piute Creek, and their banks.	On-going	CSD CDD - Planning	Program in place	A stream restoration project on Piute Creek through Memorial Park was completed in 2003. The stream channel was widened and placed in a natural meander through the park. Fish and wildlife habitat and floor protection were dramatically through this stretch of the stream. In conjunction with the restoration project a new bridge was placed across the creek in Memorial Park and an old fashioned gas light was placed at the west end of the bridge.

Community Character Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy j	It is City policy to protect springs and sloughs.	On-going	CSD, DPW, CDD - Planning	Program in place	Protecting streams and sloughs is accomplished through the project review process and the City trails and pathways program. Irrigation sloughs are under the jurisdiction of the Woodstock Irrigation District. The City notifies the district when development is near any slough they manage.
Policy k	The City shall encourage cooperation among those agencies that have jurisdiction over, or interest in, reviewing development along Piute Creek and the Susan River.	On-going	CSD CDD - Planning	Program in place	All project development applications near the areas rivers, streams, creeks, etc. are reviewed by appropriate agencies as part of the review process.
Policy l	As development and redevelopment occur, the City shall require public access to and along the Susan River from the nearest public streets and walks.	On-going	CSD CDD - Planning	Program in place	(See Policy M Comments)
Policy m	The City will work through the Parks and Recreation Commission, the Chamber of commerce, the school districts, and the County to open the river to public view and use.	On-going	CSD CDD - Planning	Program in place	The City has purchased lands along Susan River through grants and is constructing a pathway system along the river. The City works with Lassen Land and Trails Trust and various organizations to enhance views and public access to the river.
Policy n	Paths along the river shall be designated to address the safety and security of pedestrians and bicyclists.	On-going	CSD CDD - Planning	Program in place	Trail corridors are required to be dedicated as a condition of new development along waterways.
Policy o	The City will designate and map specific areas along the river to be redeveloped for public enjoyment and use, and which will have pedestrian and handicap access from Main Street.	On-going	CSD CDD - Planning	Program in place	The Susan River Parkway is developing from Highway 36 to Alexander Avenue and will be handicap accessible when completed. Access from Main Street in several locations.

Community Character Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy p	The City shall exercise greater control over growth.	On-going	CDD - Planning	Program in place	No Comment.
Policy q	The City shall promote better looking commercial and industrial developments, remodelings, and signs.	On-going	CDD - Planning	Program in place	Through design review the city strives to create pleasing and attractive development. The City has adopted design guidelines that provide information to developers regarding the atmosphere the City wants to retain. The sign ordinance provides for review and approval of signs within the City Limits.
Policy r	Educate property owners and developers to capitalize on Susanville's positive attributes (e.g., the river, Uptown, the gunsmithing program at the College, views, scenery, and Inspiration Point).	On-going	CDD - Planning	Program in place	This education is accomplished through the development review process.
Policy s	The City will, by ordinance, require the construction of curb, gutter and sidewalks - and handicapped ramps at corners - on all streets.	On-going	CDD - Planning	Program in place	Susanville Municipal Code Chapters 12 & 16 set forth the requirements for curb, gutter and sidewalks - and handicapped ramps at corners on all streets.
Policy t	The City will re-examine its policy as to whether street trees will be planted behind sidewalk adjacent to a curb and gutter; or whether they shall be planted in a parkway strip between the sidewalk and the curb.	On-going	CCS, DPW CDD - Planning	In progress	Current standards require the sidewalk adjoin the curb. Planting trees in existing strips between sidewalk and curb is discouraged but allowed.
Policy u	Educate the public regarding the planting, maintenance, and removal of trees.	On-going	CDD - Planning	Program in place	The City has established tree planting details and a list of trees that are applicable to this climate and to the City's overall landscape design preferences.
Policy v	The City shall promote educating homeowners about housing rehabilitation and maintenance opportunities.	On-going	CDBG CDD - Planning	Program in place	Accomplished through housing and rehabilitation projects throughout the City.

Community Character Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy w	The City shall promote the cleaning, fixing, and painting of building exteriors, yards and fences.	On-going	CDBG CDD - Planning	Program in place	Accomplished through Community Pride Week, annual leaf pickup & clean-up Main Street projects.
Policy x	The City will enlist its employees and the public in a continuing effort to improve the City's cleanliness and appearance.	On-going	CDBG SFD CDD- Code Enforcement CDD - Planning	Program in place	The Community Development Department Building Division works with the City Fire Department on a continuing basis to improve the City's cleanliness and appearance by enforcing the City codes.
Policy y	It shall be City policy to create a harmonious juncture between residential, and commercial and industrial development.	On-going	CDD - Planning	Program in place	The City Zoning Ordinance requires zone walls between residential, commercial and industrial development.
Policy z	The City shall soften the "edge" where the built environment meets the natural environment.	On-going	CDD - Planning	Program in place	The City encourages preservation of natural environments
Policy aa	Limit the number and size of signs per parcel.	On-going	CDD - Planning	Program in place	The City's Sign Ordinance regulates all types of signs within the City limits
Policy ab	Reduce the number of overly-large, bright signs.	On-going	CDD - Planning	Program in place	The City's Sign Ordinance regulates all types of signs within the City limits
Policy ac	Make signs more attractive and readable.	On-going	CDD - Planning	Program in place	The City's Sign Ordinance regulates all types of signs within the City limits
Policy ad	Strive to improve the design quality of private development and the overall character of the City's streets.	On-going	CDD - Planning	Program in place	The CDD reviews all projects with the goal that all projects need to be of good design. Design guidelines are made available to all developers which provide an idea of the overall feeling, character and look of the City. The Zoning Ordinance also provides for landscaping and other design criteria that help keep the City's character alive.

Community Character Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy ae	The City shall regulate the exterior storage of vehicles and trash.	On-going	SFD CDD- Code Enforcement CDD - Planning	Program in place	The City's Municipal code regulates exterior storage of vehicles and trash and a code enforcement program is in place.
Policy af	The City will strive to place appropriate art and sculpture in parks and other public areas.	On-going	CDD - Planning	Program in place	The City is more than willing to work with artists for the placement of art & sculpture. The City has an extensive collection of murals on various buildings in the historic uptown area.

## 5. OPEN SPACE, PARKS, RECREATION, AND CHILD CARE ELEMENT

Susanville is surrounded by mountains and hills on the north, west and south that come down from Susanville Peak on the north and Diamond Mountain on the south. These mountains and hills provide views and open space, and define the limits of reasonable development. Other important open spaces lie within the City, along the Susan River, which parallels Main Street several hundred feet to the south, and along Piute Creek. Marshlands and sloughs mark the eastern floodplain of the river after it has passed through town on its way to the Honey Lake Valley. Other urban open space is Susanville consists of parks, trails and school grounds.

Susanville has three neighborhood parks which are meant to serve the recreational needs of people living within a one-half mile radius of the park. These neighborhood parks serve many needs for the entire community and people from surrounding areas with multi-use fields, baseball diamonds, soccer fields, picnic facilities, pathways and more.

Susanville's community parks provide recreational opportunities beyond those supplied by neighborhood parks and is larger in scale than a neighborhood park. Susanville has four community parks to supply the recreational needs of its residents and people from the surrounding area. Memorial park is 11.5 acres and has a children's playground, a baseball diamond and grandstand, an open space park, a museum, Roop's Fort, tennis courts, community center, the Parks and recreation Department day use facility, rest rooms, picnic tables and barbecues, drinking fountains and a skate park. Diamond Mountain Golf Course is an 18 hole golf course with clubhouse and cart barns. The Inspiration Point park area has over 18 acres of natural habitat, trails and views of the valley, no motor vehicles are allowed in this area. Skyline Park is 62 acres in size and provides trails, natural habitat and a BMX track.

Susanville Ranch Park is a 300 acre regional park lying adjacent to the westerly City limits of Susanville. This regional park offers soccer fields, restrooms, parking and hiking trails.

The City of Susanville has an established day care facility that provides care for up to 55 children from ages 5 to 14 year round. Lassen Community College has a day care center for children of students and staff and is licensed to care for 78 children, aged 6 weeks to 5 years. There are also several privately owned day care centers and a number of family day care homes in the City.

Open Space, Parks, Recreation, and Child Care Element					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
<b>Open Space</b>					
Policy a	The City shall involve itself in preserving and planning for scenic and open space facilities within the City and in areas peripheral to the City as well.	On-going	CSD CDD - Planning	Program in place	The City has actively purchased open space and now manages approximately 200 acres within and adjacent to the City
Policy b	The City shall manage all waterways and their banks as a resource.	On-going	CSD CDD - Planning	Program in place	The City has implemented three stream restoration projects with grants and continually monitors for erosion
<b>Parks and Recreation</b>					
Policy c	The City shall work with all public agencies to identify and evaluate all surplus public lands for potential park acquisition.	On-going	CSD CDD - Planning	Program in place	The City works with County, State and Federal agencies on reviewing surplus lands. A new park in Johnstoneville is being developed from surplus City property.
Policy d	The Parks and Recreation Commission shall establish performance standards which include objectives and criteria for identifying park sites.	On-going	CSD CDD - Planning	Program in place	The Parks and Recreation Commission is not active due to a lack of interest in serving.
Policy e	The City shall promote the development of private sector recreational facilities (such as tot lots within private developments, or a park at Inspiration Point) as part of new residential developments.	On-going	CSD CDD - Planning	Program in place	No comment.

Open Space, Parks, Recreation, and Child Care Element					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy f	The City shall encourage joint public-private development of public recreational facilities (for example the expansion of the golf course and the development of Inspiration Point).	On-going	CSD CDD - Planning	Program in place	<p>The City entered into a long-term lease with a private corporation to expand the existing 9-hole golf course to 18 holes with a new clubhouse and cart barn. Construction was completed in 2003 and open for play in the spring of 2004.</p> <p>An additional 1+ acres of property were purchased in 2003 and added to the Inspiration Point Open Space park. The land was purchased to protect the park from residential encroachment. State grant funds were used to acquire the property.</p> <p>The City has begun the process of planning a multi-use recreation and aquatic center. Eighteen acres of land was purchased in 2003 with state grant funds. A ballot initiative scheduled for the fall of 2004 to fund the project did not pass.</p>
Policy g	The General Plan shall include quantitative and qualitative standards for parks (defines as including trails, paths, and all City-owned or leased lands used for recreational purposes, whether or not those lands are within the City Limits). Such standards shall differentiate between active and passive recreation, and shall deal with the deficit in terms of the number and kinds of facilities throughout the City. Park needs shall be re-assessed at least every 5 years.	On-going	CSD CDD - Planning	Program in place	<p>Substantial open space and the 60 acre Skyline Park have been established on the north side of the city to serve intensive growth in that area. A State grant was received to develop the park in 2005. Grant funds were also used to acquire 18 acres on the south side of the City to serve that area. Developer "in Lieu" fees are being used to help develop these larger parks.</p>

Open Space, Parks, Recreation, and Child Care Element					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy h	Just as the City requires developers to pay for water lines to their subdivisions, the City shall require developers of housing to provide an adequate amount of neighborhood park land within or near their developments, based on the City's adopted standards.	On-going	CSD CDD - Planning	Program in place	Ordinances are in place that require developers to pay parkland dedication in lieu fees if they choose not to provide park facilities as part of their development.
Policy i	Identify a maximum and place a cap on the percentage of development costs the developer must pay for park and recreation improvements.	On-going	CSD CDD - Planning	Program in place	(See Policy h Comments)
Policy j	The City shall support the development of an 18-hole golf course at Emerson Lake.	Completed			The 18 hole golf course at Emerson Lake was completed in 2004 and is now open to the public. The golf course is under private management.
Policy k	It shall be City policy to provide more and smaller neighborhood parks for current and future residents of Susanville.	On-going	CSD CDD - Planning	Program in place	Funding has not been available to provide for acquisition, development and staffing of small neighborhood parks
Policy l	The City shall provide neighborhood park facilities for residents living within the residential areas of Susanville, where feasible.	On-going	CSD CDD - Planning	Program in place	(See Policy k Comments)
Policy m	The City shall encourage residential subdivisions that are developed adjacent to parks or open spaces to provide direct access to such areas and also to utilize such areas to provide open space contiguous to such developments.	On-going	CSD CDD - Planning	Program in place	This is done as part of the development review process.
Policy n	The City shall select park sites based on maximum accessibility, proper topography, and visibility for patrol cars (for safety of park users).	On-going	CSD CDD - Planning	Program in place	Accessibility, topography and safety are primary factors in park site selection and development.

Open Space, Parks, Recreation, and Child Care Element					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy o	The City shall not locate neighborhood parks on arterial roads.	On-going	CSD CDD - Planning	Program in place	This has not been done.
Policy p	When planning new or redesigned parks, the City shall involve teens, seniors, and other groups in developing recreational and cultural programs to meet the needs of specific user groups.	On-going	CSD CDD - Planning	Program in place	Public workshops have been conducted each time a new park or facility has been proposed
Policy q	The City shall design parks and recreational facilities to serve the recreational and social needs of City residents of all ages, economic situations, and physical abilities.	On-going	CSD CDD - Planning	Program in place	The backgrounds and needs of all residents are considered. This is a primary focus at the public workshops.
Policy r	The City shall design parks to enhance neighborhood identity and character as well as to serve recreational functions. Each park shall be given a unique identity through differentiated plantings, play structures, terrain, etc.	On-going	CSD CDD - Planning	Program in place	This is accomplished through the master plan process of each new park. Public input is encouraged.
Policy s	The City shall give consideration to impacts of parks on wildlife; shall use native plant species best suited for providing wildlife cover and food sources; and shall comply with State law regarding the use of toxic chemicals in parks.	On-going	CSD CDD - Planning	Program in place	City management policies in parks and open space areas encourage native plant and wildlife diversity and discourage exotics. Staff are trained and certified in chemical application.

Open Space, Parks, Recreation, and Child Care Element					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy t	The City shall provide a balance of recreational and cultural opportunities and facilities to serve the varied interests of the population.	On-going	CSD CDD - Planning	Program in place	<p>The City strives to provide a balance of recreational and cultural opportunities and facilities.</p> <p>The City received grant funding in 2003 to develop a soccer facility at Skyline Park in the northern portion of Susanville. Facilities will include a soccer field, restrooms and parking. A BMX track is already in place at Skyline park. Also in 2003 the City entered into a mutual use agreement with Lassen Community College that shares park and recreation facilities with no fees charged to either party.</p>
Policy u	The City shall maximize its investment in existing City facilities by promoting year-round and evening programs	On-going	CSD CDD - Planning	Program in place	Park facilities are open year-around and during evening hours. Additional lighting has been installed in Memorial Park to encourage evening use.
Policy v	Work with the County to support and relocate the library to a more appropriate site. Criteria for the new site should include access, parking, and relationship to a school, with at least a secondary classification.	N/A	N/A	Completed	The library is housed in a new location has formed its own assessment district and is fully self supporting at this time. All criteria was taken into consideration in siting a new location.
Policy w	The City shall create a Human Services Commission to address arts, leisure, cultural, and social facilities. The Commission shall take into consideration the views of specific user and interest groups.		CSD CDD - Planning	No program in place	Not done.

Open Space, Parks, Recreation, and Child Care Element					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy x	The City shall acquire land for and provide trails and paths to and through scenic areas, natural habitats, and open spaces, as well as developed areas	On-going	CSD CDD - Planning	Program in place	The City cooperates with Lassen Land and Trails Trust and various organizations to enhance views, trails and public access to and through scenic areas, natural habitats, and open spaces, as well as developed areas
Policy y	The City shall develop marketing handouts for visitors which locate and describe scenic and passive recreation areas.	On-going	CSD CDD - Planning		In 2002 the City partnered with the Lassen County Historical Society in an effort to produce a marketing handout for visitors, unfortunately the project has been put on hold due to lack of funding.
Policy z	Floodways, and flood plains as needed, shall be reserved and/or acquired, in fee or by easement, for trails and passive recreation to accommodate the facilities shown on the adopted Trails and Paths Plan Map in this General Plan	On-going	CSD CDD - Planning	Program in place	One mile of the lower Susan River has been acquired. Trail construction is scheduled for 2005. Piute Creek south of Main Street acquired in 2001. Process is ongoing as properties become available.
Policy aa	The City shall provide that bikeways, hiking trails, equestrian trails, rest areas, and picnicking accommodations be located within designated trail corridors wherever feasible.	On-going	CSD CDD - Planning	Program in place	Trails and rest areas are planned within designated trail corridors. The Skyline Bike Path was developed along Skyline Drive in 1998 with State grant funds and includes trail and picnic areas.
Policy ab	The City shall control land development along designated trails and pathway corridors in order to provide sufficient right-of-way for the trails and to ensure that adjacent new development does not detract from the scenic and aesthetic qualities of the corridor.	On-going	CSD CDD - Planning	Program in place	The development review process looks closely at preserving pathways and trails and also requires a developer to dedicate land and build facilities for such use when feasible.

Open Space, Parks, Recreation, and Child Care Element					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy ac	When designated trail or corridor is within a new development, the City shall require developers to install trails and to offer them for dedication to the City.	On-going	CSD CDD - Planning	Program in place	(See Policy ab)
Policy ad	The City shall require that the design, construction, and management of trails and pathways be carefully executed in order to reduce environmental disturbance.	On-going	CSD CDD - Planning	Program in place	(See Policy ab)
Policy ae	The City shall require that bridges and other public improvements within designated trail and pathway corridors be designated to provide safe and secure routes for trails, including grade separation between roadways, and trails whenever feasible.	On-going	CSD CDD - Planning	Program in place	Recently constructed was the Lassen Street pedestrian bridge for the Biz Johnson Trail and a bridge over Jensen Slough between two shopping centers for pedestrian purposes
Policy af	The City shall promote cooperative inter-agency planning of paths, bikeways, and equestrian trails.	On-going	CSD CDD - Planning	Program in place	City staff meet annually with the Lassen County Transportation Director and the Lassen County Trails Coordinator to coordinate projects an prioritize funding.
Policy ag	The City shall incorporate trails and pathways into corridors otherwise reserved for public and utility easements.	On-going	CSD CDD - Planning	Program in place	Received and implemented when possible.

Open Space, Parks, Recreation, and Child Care Element					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy ah	The City shall work with the County and cooperate with the California Archaeological Inventory (CAI) toward the protection and preservation of artifacts in those areas already identified as containing archaeological remains.	On-going	CSD CDD - Planning	Program in place	The City allows no disturbance of known archaeological sites. Part of the Project review process is to identify areas that may be or are archaeologically sensitive. Should an archeological site be discovered during construction the developer is required to stop all construction activity and notify the City. The City will take the proper measures to determine if the site is archaeologically sensitive.
Policy ai	The City shall cooperate with the CAI in the development of information which will allow the prediction of additional sites likely to contain archaeological remains.	On-going	CSD CDD - Planning	Program in place	
Policy aj	The City shall take all possible precautions to insure that no action by the City or County results in the loss of the irreplaceable archaeological record present in the City's planning jurisdiction, and shall work with the County toward that end.	On-going	CSD CDD - Planning	Program in place	The City has obtained land in various parts of town that is considered archaeologically sensitive and has placed in the open space zone district to protect its known resources
Child Care					
Policy ak	Promote public and private responses to Susanville's day care needs.	On-going	CSD	Program in place	City staff serve on the Lassen County Child Care Council to assess and respond to community needs.

## 6. HOUSING ELEMENT

**Update Adopted March 17, 2004**

### Housing Element Intent

The Housing Element is one of seven General Plan Elements required by California State Law. It is intended to provide citizens and visitors with an understanding of the housing needs in the community and the policies and programs aimed at the attainment of defined goals. The Housing Element is intended to:

- 1) Provide comprehensive housing-related information through analysis from numerous sources;
- 2) Provide an estimate of present and future housing needs by examining population characteristics and growth trends and the condition of the housing stock;
- 3) Act as a tool for coordination between governmental bodies and the local building and development industry;
- 4) Provide direction for future planning programs to ensure that sufficient consideration is given to housing goals and policies;
- 5) Establish and portray community goals and policies relative to housing through the identification of existing stated and implicit goals and the identification of housing needs and problems; and,
- 6) Establish and identify programs intended to attain and implement the community's goals and policies, taking into consideration the feasibility of those programs; and act as a meaningful guide to decision-makers considering housing-related issues.
- 7) To assure that counties and cities recognize their responsibilities in contributing to the attainment of the State housing goal.

### Housing Variety (Chapter 1)

Susanville is committed to maintaining a range of housing types to meet the housing needs of all economic segments of the community. This can be accomplished by preserving and increasing the existing supply of rental apartments and mobile home park rental spaces. Higher-value, "executive-type" housing and infill development also are encouraged.

- Goal 1: Provide a range of housing types.
- Goal 2: Preserve and increase the existing supply of rental apartments.
- Goal 3: Preserve existing mobile home park spaces and provide opportunities for new mobile home parks.

## Housing Opportunity (Chapter 2)

The City seeks to provide housing opportunities within the community for persons at all economic levels. The City desires that a choice of housing types and locations will be available to all persons regardless of race, sex, cultural origin, age, marital status or physical disability.

Goal 1: Provide housing opportunities and promote the development of safe, sanitary, and desirable housing for persons of all economic levels.

Goal 2: Insure a choice of housing types and locations to all persons regardless of race, sex, cultural origin, age, marital status or physical disability.

Goal 3: Provide the City's fair share of temporary emergency shelter for the homeless and those in need of transitional housing.

Goal 4: Provide a choice of affordable housing by location, type, price, and tenure.

## Housing Quality (Chapter 3)

The presence of housing in good physical condition is important to the community. The City would like to improve the condition of its existing housing stock and enhance the residential quality and character of Susanville. Quality housing requires adequate urban facilities and services. Therefore, the City will support residential development only in those areas where municipal facilities and services are available or will be provided as part of the development. The City will consider extending utilities and services only into the most viable expansion areas and will require development fees sufficient to finance the cost of extending infrastructure and expanding central plants.

Older sections of the community should be maintained and upgraded where necessary. To that end, the City will seek grant funding to enable it to offer low cost rehabilitation loans and will also seek the cooperation of local lending institutions in financing structural improvements.

The City will endeavor, through the development approval process, to insure that Susanville's community character, housing quality, and physical and visual environment are incorporated into the design of all new residential developments and homes.

Historically or architecturally important structures, and neighborhoods containing historically architecturally significant homes, will be preserved, where possible.

Goal 1: Improve the condition of the City's existing housing.

Goal 2: Enhance the residential quality and character of Susanville.

**NOTE:** See **Attachment "A"** for the Workforce Housing Annual Progress Report on Implementation of the Housing Element General Plan Report requirement pursuant to Section 65400 of the Government Code.

Housing Element Implementation Policy Status					
Action Program No.	Action Program Description	Timing	Responsible Department	Status	Comments
<b>Housing Variety</b>					
1.1	Conduct an annual inventory of available land and its holding capacity to ensure that sufficient land exists to meet the needs of a range of household types.	Annually	CDD-Planning	In progress	An inventory of available land was prepared for the 2004 update to the Housing Element. An updated inventory is in progress and will be complete by the end of 2005.
1.2	Identify adequate sites for Above Moderate Income housing through annexation of the Miller-Fletcher and rezoning of the Miller-Fletcher and Hospital areas.	2005	CDD	In progress	Areas for above moderate income housing have been identified in the Miller-Fletcher area and northwest of the hospital where rock outcroppings, slope and the natural environment promotes the preservation of these features, thus reducing density and creating larger, above moderate income housing. The hospital site is already zoned for one-acre lots. The Fitzgerald Annexation is on hold until the City's master service review is completed.
1.3	Condominium conversions that result in a reduction of the rental vacancy rate below five percent shall be discouraged.	Immediate and on-going	CDD	Program in place	The City has not experienced any condominium conversions within the past several years. Conversions in the future require use permits where assurances can be made that vacancy rates do not dip below five percent.
1.4	Develop an infill development policy to promote and encourage infill development of vacant urban residential land within the City and City's Sphere of Influence through reduced hookup fees and modified improvement standards.	on-going	CDD	Program on hold	The infill policy is on hold until after the adoption of the Zoning Ordinance update.

Housing Element Implementation Policy Status					
Action Program No.	Action Program Description	Timing	Responsible Department	Status	Comments
1.5	The City will identify and zone available sites, without physical and environmental constraints, to encourage and facilitate multifamily development to accommodate the City's housing needs. The City shall zone at least 30 acres of vacant land to R-4 to allow for approximately 450 multifamily dwellings (at an average density of 15 dwellings per acre – 20 du/ac maximum allowed.) With these rezonings the City will still have 45 acres of R-3 zoned vacant land that can accommodate approximately 450 multi-family dwellings (at an average density of 10 du/ac – 12 du/ac maximum allowed.) These potential 900 multi-family dwelling units exceed the amount required under the City's Fair Share Allocation for very low and low income households (Table 6-1) by 60%.	On-going	CDD	Program in progress	The City is in the process of updating the Land Use Element, Zoning Ordinance and Zoning Map to conform with the recommended changes from the 2004 update to the Housing Element, including the rezoning of 30 acres of R-4 lands. Due to budget, staffing and workload constraints adoption of the amendments have taken longer than expected. Adoption is anticipated in 2006.
1.6	The City shall amend its Zoning Code to add density bonuses for residential development in conformance with State law.	On-going	CDD	Program in progress	The City's update to the Zoning Ordinance, with an anticipated adoption date in 2006, will include a density bonus ordinance. In the meantime the ever-changing state laws regarding density bonuses are applicable in the city.
1.7	Provide adequate land for the City's RHNA allocation of 1,397 dwelling units.	2005	CDD	Program in place	The City currently has adequate land to provide the RHNA allocation. Additional annexations are contemplated that will increase areas to meet the RHNA.

Housing Element Implementation Policy Status					
Action Program No.	Action Program Description	Timing	Responsible Department	Status	Comments
1.8	The Zoning Code shall be modified to expand the ability to build structures that allow more than three attached dwelling units in the R-3 zone through a use permit. Standard apartment buildings shall be allowed through a use permit not exceeding the maximum density permitted by the Zoning Code. The Zoning Code shall also be amended to clarify that freestanding multi-family dwellings are allowed in the C-2 and UBD zones.	On-going	CDD	Program in progress	The City is in the process of updating the Land Use Element, Zoning Ordinance and Zoning Map to conform with the 2004 recommended changes from the 2004 update to the Housing Element, including allowing flexibility in the R-3 zone district. These changes have been made in the code and will be presented for review and approval in the upcoming months.
1.9	The Zoning Code shall be modified to allow 2 <sup>nd</sup> units in R-1 zone districts with ministerial review, with an administrative permit only.	On-going	CDD	Program in progress	Although the Zoning Ordinance has not been updated to date for second units to date, state law prevails and the City allows ministerial review for these uses. The City has only had one request for a second unit in several years. The updated Zoning Ordinance expands the ability to construct second units in zone districts other than R-1.
Housing Opportunity					
2.1	The City shall continue to support and operate the Susanville Community Development Department and an active housing program. The City shall annually apply for State, Federal, CDBG and other housing assistance programs as administrative capabilities allow. Housing assistance goals and priorities shall be established and maintained through the Housing Element of the General Plan.	Annually	CDD	Program in progress	In the 04/05 Fiscal Year the City has greatly increased its efforts to provide funding for housing and economic development programs through state and federal programs.
2.2	The City shall expend CDBG funds currently intended for city wide programs and shall expend future CDBG funds targeted for city-wide programs in a timely manner.	Immediate and on-going	CDD	Program in progress	The City is expending CDBG funds as quickly as possible.

Housing Element Implementation Policy Status					
Action Program No.	Action Program Description	Timing	Responsible Department	Status	Comments
2.3	The City shall apply for State Community Development Block Grant (CDBG) funds to address the needs of Targeted Income Groups.	Annually	CDD CDBG	Program in progress	The City is applying for State CDBG funds on a regular basis to address the needs of the Targeted Income Groups.
2.4	The City shall establish a Redevelopment Project Area and prepare a Redevelopment Plan to address blight in the community, affordable housing needs and to provide additional funding for housing projects.	2005	CDD	Program in progress	The City is in the process of applying for technical assistance grants to fund the creation of a redevelopment project area and plan. The City currently has a redevelopment agency. If the grants are procured, creation of the areas and plan is expected in approximately two years.
2.5	The City shall continue its program of disseminating information to the public regarding state and federal laws which prohibit discrimination in housing. In addition, a staff person shall be designated to receive and refer housing discrimination complaints to the appropriate state and federal enforcement agencies, to distribute information to the public and to provide the tenants' rights handbook. The City will also: (1) request that the local media provide coverage and information about the issue through public service announcements; (2) post flyers at City Hall, provide flyers to community service providers, various local churches on a continuing basis; and, (3) refer complainants to the appropriate State and Federal agencies which enforce fair housing laws and will cooperate with local, state and federal agencies that investigate claims of discrimination.	Ongoing	CDD	Program in progress	The City is continuing to get a better handle on its responsibilities regarding discrimination in housing.

Housing Element Implementation Policy Status					
Action Program No.	Action Program Description	Timing	Responsible Department	Status	Comments
2.6	Apply for Community Development Block Grant (CDBG) funds to assist, if necessary, in providing infrastructure improvements in developments, which provide a substantial amount of non-market-rate housing and leverage these subsidies.	On-going	CDBG	Program on hold	The City's current grant programs have concentrated on other activities. As development warrants infrastructure improvement grants will be applied for.
2.7	Amend the Zoning Code to allow residential uses and mixed-use projects in C-2, UBD and C-O zones with a use permit.	On-going	CDD	Program in place	A closer review of the City's Zoning Ordinance reveals that multi-family residential uses and mixed use developments are currently allowed in the C-2, C-O and UBD zone districts with a use permit.
2.8	Conserve the existing supply of subsidized and below-market-rate housing to insure that affordability is preserved through an early warning system and timely application of state and federal grant funds for conservation. The City will contact owners/operators of subsidized multi-family housing at least annually to determine the status of at-risk units. The City will also maintain contact with interested parties qualified to acquire and manage these properties, ensure adequate communication with tenants and respond to any federal and State notices. Such monitoring will allow the City to apply for needed grant funds to preserve these units.	On-going	CDD	Program on hold	Due to budget, staff and time constraints, active efforts to conserve the existing supply of subsidized and below-market-rate housing has slowed until the Zoning Ordinance update is completed.
2.9	Continue to participate in and promote the Section 8 Existing Housing Program. The City shall target CDBG rehabilitation funds to support housing units that accept Section 8 vouchers to make the repairs needed to comply with local Housing Quality Standards.	On-going	CDD	Program in progress	The City continues to participate in and promote the Section 8 Existing Housing Program. The City has received CDBG funds to rehabilitate target income group rental housing, including Section 8 vouchers.

Housing Element Implementation Policy Status					
Action Program No.	Action Program Description	Timing	Responsible Department	Status	Comments
2.10	The City shall amend the Zoning Ordinance to allow emergency shelters and transitional housing to be located in the C-1, C-2, and PF zone districts and provide standards and procedures for the reasonable accommodation of such projects. The City shall also encourage such projects through fast track permit processing, modified parking standards (if justified), and modified impact fees	On-going	CDD	Program in progress	The City's update to the Zoning Ordinance, with an anticipated adoption date in 2006, will include change to allow emergency shelters and transitional housing in certain zone districts. Since the current ordinance does not specifically address these uses, they are allowed with a use permit in several of the City's zone districts.
2.11	The Zoning Code will be modified to allow Group Homes of six persons or less by right in residential zones, and Group Homes of seven or more with a use permit. The City will also adopt clear requirements for approval of group homes that will give greater certainty to an applicant and remove an impediment to fair housing choice for elderly, disabled or persons with special needs.	On-going	CDD	Program in progress	The City's update to the Zoning Ordinance, with an anticipated adoption date in 2006 will include changes to allow group homes as specified by law.

Housing Element Implementation Policy Status					
Action Program No.	Action Program Description	Timing	Responsible Department	Status	Comments
2.12	<p>In response to SB 520, the City will also make dwellings adaptable and accessible for disabled persons by assigning funding priority, where feasible, to housing rehabilitation cases in which accessibility improvements are planned, and where such improvements are the only ones necessary. The City shall also continue to enforce ADA compliance during all permit processes for new construction and rehabilitation.</p> <p>The City will also conduct a midterm analysis and determine whether there are constraints on the development, maintenance and improvement of housing intended for persons with disabilities, consistent with Senate Bill 520, and report its findings in the annual General Plan Status Report to City Council. The analysis will include an evaluation of existing land use controls, permit and processing procedures and building codes. If any constraints are found in these areas, the City will initiate actions within six months of the completion of the evaluation to address them, including removing the constraints or providing reasonable accommodation for housing intended for persons with disabilities.</p>	On-going	CDD	Program on hold	The City's update to the Zoning Ordinance, with an anticipated adoption date in 2006 will include changes to allow group homes as specified by law.

Housing Element Implementation Policy Status					
Action Program No.	Action Program Description	Timing	Responsible Department	Status	Comments
2.13	The R-2 and R3A zone districts allow duplexes, and duplexes and tri-plex structures respectively, as well as single family homes, although these zone districts are primarily single family build areas. Since the Zoning Code does not require architectural/site plan review for single family homes in the R-1 zone district, it should not be required in these districts either. The Zoning Code shall be modified to not require architectural/site plan review of single family homes in the R-2 and R-3A zone districts.	On-going	CDD	Program in progress	The City's update to the Zoning Ordinance, with an anticipated adoption date in 2006 will include changes regarding architectural /site plan review for single family homes in the R-2 and R-3A zone districts. Within the past 2.5 years there have been no single family homes constructed in these zone districts.
Housing Quality					
3.1	The City shall amend the Planned Development provision of the Zoning Code to provide clearer direction for residential and mixed-use development.	On-going	CDD	Program in progress	The City's update to the Zoning Ordinance, with an anticipated adoption date in 2006 will include changes regarding Planned Developments. Draft changes have already been used to clarify the PD zone process for two recent developments.
3.2	Identify target areas with housing suitable for rehabilitation and apply for CDBG funds and other State and Federal loans and grants that may become available for housing rehabilitation.	On-going	CDD	Program in progress	Target areas are being identified to be included in the City's redevelopment areas for rehabilitation of housing. The procurement of grant funding for the redevelopment areas is in progress.
3.3	Continue code enforcement and maintenance of targeted neighborhoods through community clean-up programs. The City shall also continue its energy conservation and weatherization efforts for residential development. The City also supports the maximum utilization of federal, state and local programs, which assist homeowners in providing energy conservation measures.	On-going	CDD - Building CSD	Program in place	The City is continuing its energy and weatherization programs for target residential uses.

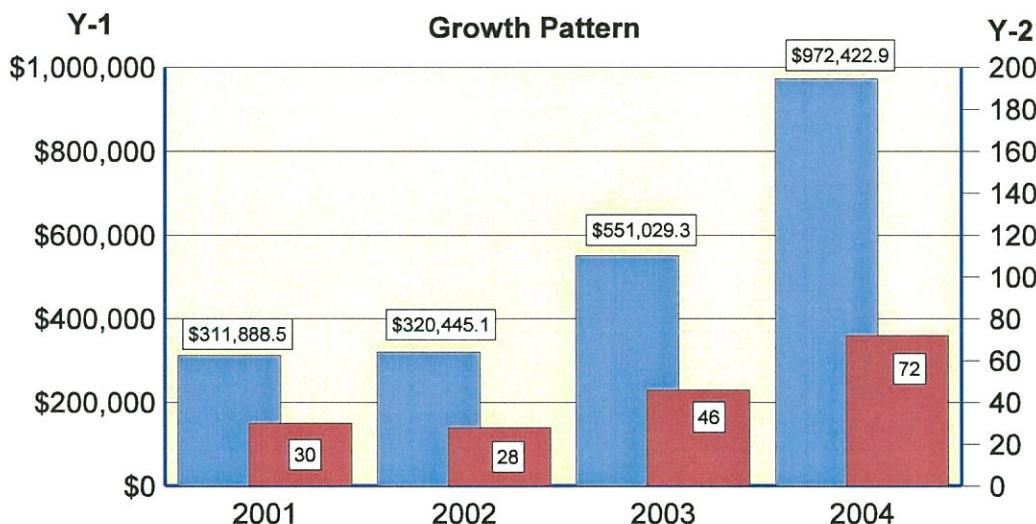
## HOUSING INFORMATION REPORT

Year	Type of Housing Unit	Number of Permits Issued	Valuation
2001	Single Family Dwellings Multi-family Dwellings Commercial	30 0 1	\$3,118,885.00 0 \$43,001.00
2002	Single Family Dwellings Multi-family Dwellings Commercial	28 0 3	\$3,204,451.00 0 \$796,440.00
2003	Single Family Dwellings Multi-family Dwellings Commercial	44 2 Duplex 4	\$5,073,853.00 \$436,440.00 \$2,266,509.00
2004	Single Family Dwellings Multi-family Dwellings Commercial	72 0 3	\$9,724,229.00 0 \$787,884.60

## BUILDING PERMITS 2001 THROUGH 2004

BUILDING PERMIT FEE TOTALS	2001	2002	2003	2004
JANUARY	\$7,373.08	\$3,623.85	\$4,555.44	\$5,023.90
FEBRUARY	\$4,637.30	\$4,426.17	\$6,776.26	\$9,765.29
MARCH	\$12,929.43	\$10,014.99	\$15,161.35	\$10,619.53
APRIL	\$11,935.25	\$20,568.85	\$5,683.90	\$11,994.67
MAY	\$4,093.96	\$3,931.52	\$8,004.09	\$13,198.40
JUNE	\$6,474.12	\$11,509.05	\$12,385.27	\$4,827.14
JULY	\$9,624.22	\$17,094.57	\$11,823.06	\$13,888.19
AUGUST	\$5,575.52	\$8,395.19	\$28,483.60	\$17,434.30
SEPTEMBER	\$3,980.63	\$2,269.91	\$12,961.46	\$17,063.29
OCTOBER	\$8,123.39	\$13,106.28	\$16,246.20	\$10,082.25
NOVEMBER	\$7,153.94	\$16,168.21	\$6,459.88	\$3,305.10
DECEMBER	\$4,990.95	\$3,585.44	\$15,611.47	\$6,754.16
<b>TOTAL</b>	<b>\$86,891.79</b>	<b>\$114,697.03</b>	<b>\$144,151.98</b>	<b>\$170,110.90</b>

## Susanville Building Department



The Maurino Manor Subdivision was featured in California Department of Housing and Community Development Department Consolidated Annual Performance Report for FY 2003-2004. Thirty-four lots in the Maurino Manor Subdivision were part of the Home Investment Partnerships Program 01-HOME-0537 First Time Home Buyer New Construction Project. Following is modified version of the report:

The Maurino Manor Subdivision is located in the rural City of Susanville in Lassen County. The new construction project is a self-help activity where the first-time homebuyer participants contribute a minimum of 30 hours per week in sweat equity to construct their new homes.

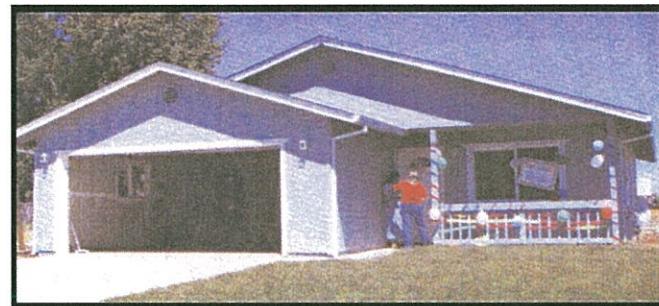


For this \$3.6 million project, the City also partnered with the Community Housing Improvement Program (CHIP) from Chico, California to purchase land as well as USDA's Rural Development 502 Program to finance First Trust Deeds.



The City of Susanville received \$750,000 from the HOME Investment Partnerships Program for the purchase of 34 developed parcels which will be rolled over into individual mortgage subsidies secured by a Note and Deed of Trust for income qualified, first-time homebuyers.

The subdivision is conveniently located next to a school with foot path access for children. Fifteen households have already moved into their completed homes while six more are currently under construction. One more loan just closed and twelve additional loans are being processed for a total of 34 homes in the project.



The homes are affordably priced at \$111,300 to 120,100. Eligible families under 80 percent of the area median income pay between \$171 and \$551 per month for a two-, three-, or four-bedroom home, depending on family size.

## 7. COMMUNITY HEALTH, SAFETY, AND CONSERVATION ELEMENT

There are five main sections that are covered in this portion of the General Plan. These sections are:

- (1) Waste Generation and Disposal in relation to the California Health and Safety code, Section 25135 ("Tanner," enacted as AB 2948 in 1986);
- (2) Air Quality;
- (3) Social and Health Care;
- (4) Safety, as prescribed by Government Code, Section 63502(g), including the protection of the community from any unreasonable risks associated with the effects of seismically induced surface rupture, ground shaking, ground failure, seiche, and dam failure; slope instability leading to mud slides and land slides; subsidence and other known geologic hazards; flooding; and wildland and urban fires. This section comprises the following:
  - a. Fire;
  - b. Police;
  - c. Hazards;
  - d. Flooding; and
  - e. Seismic Activity.
- (5) Conservation, including the conservation, development, and utilization of natural resources, water and its hydraulic force, soils, rivers and other waters, minerals, and other natural resources, all as mandated by Government Code, Section 65302(d); and
- (6) Noise, as required by Government code, Section 65302(f).

### Overall Goals

- Goal 1. Protect and improve the well-being of the Susanville community, including its residents and visitors.
- Goal 2. Maintain the health and safety of the community.
- Goal 3. Strive to prevent loss of life and property due to fire, crime, natural hazards, and exposure to hazardous materials.  
*Safe routes to school, fire prevention program, ladder truck*
- Goal 4. Provide a consistent supply of high quality water, adequate to meet Susanville's needs.  
*Cady Springs New Water tank*
- Goal 5. Minimize the amount of noise that future development creates and the amount of noise to which the community is exposed.  
*New noise ordinance*

Community Health, Safety, and Conservation Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
<b>Waste Generation and Disposal</b>					
Policy a	The City shall require pick-up of trash and waste and will encourage the county to do the same in urban areas under county jurisdiction.	On-going	Administration	Program in place	The City and county have formed a joint powers authority called Lassen Regional Solid Waste Authority which controls trash and waste pick-up through its contract with Lassen Waste Management.
Policy b	The City shall attempt to reduce the generation of trash and will encourage private enterprise to do the same.	On-going	Administration	Program in place	The City encourages recycling as described in Chapter 17.124 of the Municipal Code.
Policy c	The City supports co-generation for the purpose of supplying energy to private businesses.	On-going	Administration	Program in place	The City supports the State Prison co-gen plant and also supported continued rail service for HL Power co-gen plant.
Policy d	The City shall encourage innovative and non-traditional approaches to using or disposing of garbage.	On-going	Administration	Program in place	The City works with Lassen Regional Solid Waste Authority in this endeavor.
<b>Air Quality</b>					
Policy e	Adhere to federal or State Air Quality Standards, whichever are more stringent.	On-going	DPW CDD -Planning	Program in place	The City adheres to federal and State Air Quality Standards
Policy f	Susanville's air quality shall not diminish beyond its current level during the winter.	On-going	DPW CDD -Planning	Program in place	Sierra Pacific Industries closed its Susanville Plant in 2004, this was the number 1 polluter in the area.
Policy g	The City shall consider the maintenance and improvement of air quality as part of development review for new construction and/or expansion of existing uses or structures.	On-going	DPW CDD -Planning	Program in place	Air quality is addressed as part of the development review process.

Community Health, Safety, and Conservation Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy h	The City shall undertake practices to improve Susanville's air quality, including reducing the emission of particulate matter from wood fires in stoves and fireplaces.	On-going	CDD -Building	Program in place	No new wood stoves are allowed within the City limits unless they meet all federal and state standards.
Social and Health Care					
Policy i	The City shall encourage public, quasi-public and private provision of social care services, including child care, senior care, and physical fitness, with special emphasis on wellness facilities and programs.	On-going	Administration CSD	Program in place	The City provides programs through the Parks and Recreation that encourage physical fitness. Most Social care services and wellness facilities and programs are provided by the county. The City encourages the public to participate in these programs.
Policy j	The City shall promote public and private provision of social care services, including child care, senior care, and physical fitness, with special emphasis on wellness facilities and programs.	On-going	City Care	Program in place	The City provides a day care center that can take up to 55 children ages 5 to 14 and is open Monday through Friday.
Policy k	The City shall support and promote local hospital activities and services.	On-going	Administration	Program in place	No Comment.
Policy l	The City shall support education, library, and other programs that promote the community's awareness and knowledge of social health issues.	On-going	Administration	Program in place	No Comment.
Policy m	The City shall encourage competition among ambulance and first-responder medical services, while continuing its own first-responder emergency medical service through the City's Fire Department.	On-going	Administration	Program in place	No Comment.

Community Health, Safety, and Conservation Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy n	The City shall promote programs that address the social, health, and other needs of the community and its members, while recognizing the variety of income levels and differing abilities to pay for services.	On-going	Administration	Program in place	No Comment.
Safety					
Policy o	The City shall maintain a professional approach and commitment to fire and life safety, property conservation, fire suppression, and community education.	On-going	Fire Department Police Dept. CDD - Building	Program in place	No comment.
Policy p	All construction (new, additions, and remodeling) throughout Susanville shall be designated and built to resist fire. New development shall be designed and constructed in a manner that is conducive to protecting lives and property from fire.	On-going	Fire Department Police Dept. CDD - Building	Program in place	No comment.
Policy q	Work towards protecting fire and life safety in Susanville through Fire Department review and approval of building permits and other cooperative efforts between the Building and Fire Departments.	On-going	Fire Department CDD - Building	Program in place	A Code Enforcement Officer in place. This position is split between both departments
Policy r	The Fire Department shall continue and expand its education, inspection, and abatement programs.	On-going	Fire Department CDD - Building	Program in place	No comment.

Community Health, Safety, and Conservation Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy s	The City shall respond to police, fire, or other emergencies solely within the City limits. Out-of-City response shall be allowed only if compensated on a fee basis or if the City Council waives compensation for mutual aid calls.	On-going	Fire Department Police Dept.	Program in place	Mutual aid provided is provided to other districts as needed. Extrication and Medical aid calls are compensated on a fee basis.
Police					
Policy t	The City shall maintain a professional approach and commitment to police protection, investigation, community relations and education, crime reduction, animal control, and administration.	On-going	Police Dept.	Program in place	No Comment.
Policy u	The City shall maintain the ability to respond to emergencies in a timely and efficient manner.	On-going	Police Dept.	Program in place	No Comment.
Policy v	The City's street system shall be designed and upgraded to enhance vehicular and pedestrian safety and to assist the police in traffic enforcement.	On-going	DPW Police Dept. CDD-Planning	Program in place	No comment.
<b>Hazards</b>					
Policy w	The City shall increase public awareness of seismic and other natural hazards, and of methods to avoid or mitigate their effects.	On-going	CDD-Planning	Program in place	No Comment.
Policy x	The City shall maintain an updated Disaster Response Plan, which shall identify essential emergency facilities and make provisions for them to function in the event of a disaster.	On-going	Fire Department Police Dept. CDD-Planning	Program in place	The City's Disaster Plan functions along with the Lassen County OES Disaster Plan

Community Health, Safety, and Conservation Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy y	The City shall strive to educate the community about environmental hazards, measures which can be taken to protect lives and property, and methods for responding to various disasters.	On-going	Fire Department Police Dept. CDD - Building	Program in place	The Fire Department follows CUPA Standards and state regulations and protocols.
Policy z	In areas prone to natural hazards, the City shall only allow land uses that provide appropriate mitigation.	On-going	Fire Department Police Dept. CDD-Planning	Program in place	No comment.
Policy aa	The City shall avoid land uses that threaten public safety and/or that may result in property damage.	On-going	Fire Department Police Dept. CDD-Planning	Program in place	No comment.
Policy ab	The City will monitor developments in accordance with the provisions of existing ordinances and will institute fines for activities that are not in conformance.	On-going	Fire Department Police Dept. CDD-Planning	Program in place	No comment.
Policy ac	The City shall promote the maintenance and rehabilitation of its built environment, through code enforcement.	On-going	Fire Department CDD - Building CDD-Planning	Program in place	CDD works in conjunction with the Fire Dept. to provide code enforcement.
<b>Flooding</b>					
Policy ad	The City shall preclude new developments from compounding or impacting the potential for flooding.	On-going	CDD-Planning	Program in place	The City has a flood plain ordinance that addresses flood plain management.
Policy ae	The City shall reduce the potential for flooding along the Susan River and along its tributaries.	On-going	CDD-Planning	Program in place	No comment.
Policy af	The City shall maintain an updated flood control plan.	On-going	CDD-Planning	Program in place	No comment.

Community Health, Safety, and Conservation Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy ag	The City shall regulate land uses in floodplain areas and allow development in those areas only with appropriate mitigation.	On-going	CDD-Planning	Program in place	No comment.
Policy ah	The City shall promote community awareness regarding the severity and extent of potential local flooding.	On-going	CDD-Planning	Program in place	No comment.
Policy ai	The City shall cooperate with Lassen County to establish a flood management plan and program for the Susan River Watershed and Drainage Basin.	On-going	CDD-Planning	Program in place	No comment.
Policy aj	The City shall establish impact fees, standards, and other measures to mitigate down-stream impacts associated with new development.	On-going	CDD-Planning	Program in place	In areas of concern the City has established impact fees and mitigation measures for new development.
Policy ak	The City shall require a hydrologic analysis of runoff and drainage from new development.	On-going	DPW CDD-Planning	Program in place	On a case by case basis the City requires a hydrologic analysis of all new development if it is deemed necessary.
<b>Seismic Activity</b>					
Policy al	The City shall be consistent with the Uniform Building Code in adopting acceptable seismic safety standards for buildings and shall require all (except historic) buildings to be brought up to the same standards.	On-going	CDD-Building	Program in place	The City has adopted the most current Uniform Building Code.
Policy am	The City shall not allow placement of critical facilities and high occupancy structures directly upon known fault lines or unstable slopes prone to ground failure during an earthquake.	On-going	CDD-Planning CDD-Building	Program in place	The development review process determines if a critical facility or a high occupancy structure is near or on a fault line and makes recommendations based on the findings.

Community Health, Safety, and Conservation Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
<b>Conservation</b>					
<b>Water Supply and Quality</b>					
Policy an	It is City policy to encourage and cooperate with the conservation efforts of organizations, agencies, and jurisdictions which help implement the open space, agriculture, and conservation goals of the Susanville General Plan.	On-going	DPW CDD-Planning	Program in place	The City cooperates and encourages all efforts to implement the conservation goals of the Susanville General Plan.
Policy ae	The City shall maintain an updated water service plan.	On-going	DPW	Program in place	No comment.
Policy ap	The City shall insure safe drinking water for all residents.	On-going	DPW CDD-Planning	Program in place	No comment.
Policy aq	The City Shall protect areas which are critical to the maintenance of water quality, including critical groundwater recharge areas.	On-going	DPW	Program in place	No comment.
Policy ar	The City shall seek to preserve public and private watershed lands as permanent open space.	On-going	DPW CDD-Planning	Program in place	No comment.
Policy as	The City shall seek controls to protect potential groundwater recharge areas and stream sides from urban encroachment.	On-going	DPW CDD-Planning	Program in place	No comment.
Policy at	Preserve for utility purposes the right-of-way of the Paul Bunyan logging road to Eagle Lake Road.	On-going	DPW CDD-Planning	Program in place	No comment.
Policy au	The City shall decrease the loss of topsoil and the deterioration of water quality which results from erosion and sedimentation.	On-going	DPW CDD-Planning	Program in place	No comment.

Community Health, Safety, and Conservation Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy av	The City shall preserve adequate vegetative cover and prevent development which increases erosion and sedimentation potential along streams or in unstable soil areas	On-going	DPW CDD-Planning	Program in place	No comment.
Policy aw	The City shall reduce run-off induced flooding, erosion, sedimentation, and pollution resulting from new development.	On-going	DPW CDD-Planning	Program in place	No comment.
Policy ax	The City shall seek State aid and other resources to monitor groundwater and surface water quality.	On-going	DPW CDD-Planning	Program in place	No comment.
Policy ay	The City shall adopt a waterway ordinance that would be applied to the entire Susanville Planning Area as an overlay zone.	On-going	DPW CDD-Planning	Program in place	No comment.
Policy az	Urge the County to adopt a waterway ordinance that would be applied to the entire Susanville Planning Area as an overlay zone.	On-going	DPW CDD-Planning	Program in place	No comment.
Policy ba	It is City policy that waterways be kept in their natural state where technically feasible, rather than be concrete-lined, riprapped, or placed underground.	On-going	DPW CDD-Planning CSD	Program in place	No comment.
Policy bb	Streams and stream sides shall be used to provide natural open space or recreation or activity areas for adjacent development.	On-going	DPW CSD CDD-Planning	Program in place	Streams remain open and accessible for recreation. Access has been greatly improved along the Susan River Parkway.
Policy bc	The City acknowledges the importance of geothermal resources as a source of energy and desires to preserve the potential for developing them.	On-going	DPW CDD-Planning	Program in place	No comment.

Community Health, Safety, and Conservation Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
<b>Soils and Slopes</b>					
Policy bd	Identify existing erosion problems on public and private lands, and prepare and implement an erosion control program to remedy those problems.	On-going	DPW CDD-Planning	Program in place	The City works jointly with the Susanville Indian Reservation where drainage is concerned. There are strict policies in place for drainage related problems.
Policy be	Developers shall provide adequate drainage and erosion control during construction.	On-going	DPW CDD-Planning	Program in place	Developers are required to provide a SWPPP to the Lahontan Regional Water Control Board and proof of Lahontan's approval.
Policy bf	Off-road motor vehicles shall be prohibited in areas where destruction of topsoil or of valuable habitat could result.	On-going	DPW CSD CDD-Planning	Program in place	Off-road vehicles are prohibited in all City parks and open space areas.
Policy bg	The City shall require soil and geologic investigations in areas prone to slope instability--or to mass movements associated with seismic activity--prior to development. Both on-site and off-site hazardous impacts should be considered by the City in its development review process. All development in hillside areas with slopes greater than 30 percent must provide geologic data on both the site and surrounding areas.	On-going	DPW CDD-Planning	Program in place	The City requires a soils and geologic report on all developments where necessary.
Policy bh	The City shall require soil analysis and erosion mitigation prior to issuance of use permits for all development proposed on sites prone to erosion.	On-going	DPW CDD-Planning	Program in place	The City requires soil analysis and erosion mitigation prior to issuance of use permits for all development proposed on sites prone to erosion.

Community Health, Safety, and Conservation Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy bi	The City shall not permit development—including any land alteration, grading for roads, and structural development—in areas designated as having development constraints because of slope instability or other geologic concerns, until mitigating measures are taken to limit potential damage to levels of acceptable risk.	On-going	DPW CDD-Planning	Program in place	Ordinance in place.
Policy bj	The City shall require mitigation to avoid slope instability following development.	On-going	DPW CDD-Planning	Program in place	Ordinance in place.
Noise					
Policy bk	The City shall require landscaped sound buffers, open space, or other mitigation between residential areas and facilities or areas that produce higher noise levels, such as freeways, commercial sites, and industrial developments.	On-going	DPW CDD-Planning	Program in place	Ordinance in place.
Policy bl	It shall be City policy to minimize the volume of traffic that passes residences.	On-going	DPW CDD-Planning	Program in place	No comment.
Policy bm	The City shall limit the introduction or expansion of noise sources that exceeded the desired noise levels established in the Susanville General Plan.	On-going	DPW CDD-Planning	Program in place	Ordinance in place.
Policy bn	The City shall establish local noise standards and enforce them.	On-going	DPW CDD-Planning	Program in place	Ordinance in place.
Policy bo	The City shall require new commercial and industrial development to contribute financially to sound buffers where required.	On-going	DPW CDD-Planning	Program in place	Ordinance in place.

Community Health, Safety, and Conservation Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy bx	Require the placement of stationary construction equipment, such as compressors, as far as possible from developed areas, and require that acoustic shielding be used with such equipment.	On-going	DPW CDD-Planning	Program in place	No comment
Policy by	Require that new residences be located outside of zones affected by roadway and air traffic noise above 65 dBA.	On-going	DPW CDD-Planning	Program in place	No comment
Policy bz	Plan road networks that use cul-de-sac and loop streets to reduce the amount of traffic passing residences.	On-going	DPW CDD-Planning	Program in place	No comment
Policy ca	Require construction of berms or walls between arterials and new dwelling units to reflect noise from outdoor living areas to produce a 60 L <sub>dn</sub> level or lower	On-going	DPW CDD-Planning	Program in place	No comment
Policy cb	Require placement of fixed equipment, such as air conditioning units and condensers, inside (or within the walls of) new buildings, or on the rooftops of central units, in order to reduce noise impacts on surrounding units.	On-going	DPW CDD-Planning	Program in place	No comment
Policy cc	Enact a noise ordinance or add noise standards to the City's Zoning Ordinance to cover industrial and commercial operations.	On-going	Police, DPW, CDD-Planning	Program in place	No comment
Policy cd	Establish appropriate noise-emission standards to be used in connection with the purchase, use, and maintenance of City vehicles and equipment.	On-going	All departments	Program in place	No comment
Policy ce	Limit the noise impact and duration of grading operations.	On-going	DPW, CDD-Planning	Program in place	No comment

Community Health, Safety, and Conservation Element Implementation Policy Status					
Policy No.	Policy Description	Timing	Responsible Department	Status	Comments
Policy cg	Restrict noise-producing maintenance activities by the City in parks during peak-use hours, nighttime, and early morning.	On-going	Police	Program in place	Noise permit is required for such activities
Policy cg	Establish maximum and average levels for electronic-sound devices, such as radios and tape players.	On-going	Police	Program in place	New Noise Ordinance is in Place

## GRANT ADMINISTRATION REVIEW & SUMMARIZATION

The City of Susanville has successfully managed a Community Development Block Grant Program since the early 1980's, and is therefore proficient in loan underwriting and loan closure procedures.

Due to flooding and the declaration by FEMA of a disaster in 1995, the Department of Housing and Community Development allowed the City to use funds awarded for 1996 Housing Rehabilitation to complete the Lower Piute Creek Flood Control Project. That project was subject to Davis-Bacon Labor Standards and is considered a great success. The CDBG funding for that project was \$500,000.

Currently the City has more than 60 active loan files, representing approximately \$1,350,000.

The City manages two Economic Development Loans made by the City from program income derived from a 1994 Economic Development Block Grant award, which represents another \$300,000. Monitoring of the business for jobs and income screening is accomplished by agreement with Lassen Career Network and Alliance for Workforce Development. Loan management and servicing is performed by City staff.

In 2000, the City received an Economic Development Planning and Technical Assistance Grant in the amount of \$35,000 to conduct a commercial facade and street scape revitalization strategy/study and plan for the Historic Uptown Susanville area. The activity of that grant is complete. The City was awarded a \$300,000 grant under the 2004/2005 Economic Development component to implement the street scape revitalization plan.

The City's Housing Rehabilitation Revolving Loan Fund financed the public works' project known as the Susanville Indian Rancheria Drainage Project, for \$166,000; which was completed in May of 2001. Davis-Bacon Labor Standards apply to this project and have been carried out with great success.

The City received a Housing Rehabilitation grant in the amount of \$300,000 from the 2001 funding cycle and completed all grant activity by October 2003, more than one year ahead of schedule.

The City was awarded an economic development planning and technical assistance grant to develop an economic development strategic plan.

The City was awarded a general planning and technical assistance grant number to update its housing element.

The City successfully implemented a \$750,000 grant award from the HOME Investment Partnerships Program for a First Time Home Buyer Self Help New Construction Project for 34 new homes.

The City is currently working on a Housing Rehabilitation grant in the amount of \$300,000 from the 2003 funding cycle to provide energy assistance to income-qualified households in the form of natural gas conversions.

The City is currently working on a Housing Rehabilitation grant in the amount of \$500,000 from the 2004 funding cycle to renovate qualified tenant-occupied housing.

The City was awarded \$300,000 an economic development grant to implement a city uptown revitalization plan.

Currently the City has approximately 66 active loan files, representing approximately \$1,200,000 in revolving loan income. All loans are repaid into a revolving loan fund which is then loaned back into the community for housing rehabilitation and economic development projects.

The City's Finance Director, Robert Porfiri, has seventeen years of California Municipal finance experience and comes to the City of Susanville from South Lake Tahoe, California. Mr. Porfiri holds a Bachelor of Science Degree in Accounting and Management and a Master's Degree in Business Administration from Golden Gate University, San Francisco, graduating Magna Cum Laude. He is also a member of the Government Finance Officers Association, California Society of Municipal Finance Officers and the California Municipal Treasurers' Association. Mr. Porfiri's achievements include receipt of awards for special performance on internal audits and financial statements' preparation. Mr. Porfiri joined the City of Susanville in February, 2004.

City Administrator Luann Rainey has more than 20 years of management experience with a background in real estate and construction accounting, and more than 7 years experience in grant administration for the City of Susanville. Ms. Rainey's education includes specialized technical training and certification programs in real estate, legal assistant, computer science, and business trades and holds a Certificate of Competency in Public Administration. Ms. Rainey has also attended numerous CDBG sponsored training events and workshops since August 1999.

Gwenna MacDonald has been with the City of Susanville since July 2000, and has more than 15 years of experience in private sector business management. Ms. MacDonald's education includes specialized training and certifications in real estate and business administration. Ms. MacDonald has played an active role with the City's CDBG program for the past three years, and has attended numerous CDBG sponsored training workshops since July 2002.

Corey Bingham joined the City in 2003 as the Building Official with 12 years of building experience with another California jurisdiction.

## TECHNOLOGY REVIEW

1. City of Susanville has a web site at [www.Cityofsusanville.org](http://www.Cityofsusanville.org). This web site was established in the Summer of 2000. The City has enhanced the web site since its inception and has added interactive features allowing the public to access information on all departments, review City Council minutes and view the City's Municipal Code. The web site is updated on an as needed basis.
2. The City of Susanville has a Geographic Information System (GIS) in place in the Public Works Department, and Planning Department. In May 2001 further aerial and survey work was done and added to the City's existing geographic information system. The City now has aerial photography and geographic information which covers all of the City and areas of interest to the north, east and south. The GIS is updated on an ongoing basis as the City installs water and gas utilities.
3. The City has two HP Design Jet plotters and can provide mapping to all departments and the public.
4. The installation of a complete City wide computer equipment upgrade, including a network server, was completed in January 2001, at a cost of approximately \$60,000 and continues to upgrade systems on an as needed basis.

## **CITY COMMUNITY SERVICES, FIRE, POLICE DEPARTMENT AND PUBLIC WORKS ACTIVITIES FROM JANUARY 2001 THROUGH DECEMBER 2004**

### **Community Services Department Activities**

The City of Susanville has been very active in developing parks and recreation facilities to meet the current and future needs of area residents. The Susanville General Plan - 1990, listed numerous recreation facilities that were deemed necessary to meet those needs. These facilities ranged from outdoor courts, ball fields and trails to indoor facilities such as swimming pools and gymnasiums.

Following are some of the projects that are currently in progress:

#### **Recreation and Aquatic Center**

While Roosevelt Pool has faithfully served area residents for almost 80 years, it is at the end of its useful life and was closed in December 2004. The pool and building have been plagued in recent years by equipment failures and maintenance problems to numerous to count. In addition, user demand far exceeds the capacity of the one existing pool.

From the recreation side, the City currently owns no indoor facilities for programming. Demand for such programs as Youth Basketball have shown that there is a tremendous need for a gymnasium that is open to the community seven days per week, year around.

To address these needs and others such as after-school child care programs, the City has set out to develop a full service recreation and aquatic facility. Tapping into funds, the City hired RJM Design Group, of Sacramento, to develop a conceptual design of the proposed facility. To date, the project has been a model of community involvement. A design workshop was held in which members of the community were invited to give input on the facility elements and design. The participation and input was outstanding. The architects were able to take this information and develop a conceptual design that was approved by the City Council in September 2003.

At the same time, city staff were busy looking for a home for the project. Two of the primary criteria in selecting a site were adequate space for current and future needs and access to geothermal resources for heating. The City was extremely fortunate to be able to purchase 17+ acres on Sierra Road. This is the site with the commercial greenhouses that can be seen from Richmond Road. The City used grant funding from the Proposition 12 and Proposition 40 State ballot initiatives to purchase the property. Since there is ample room for the recreation center, the City is working towards developing a horticulture program in conjunction with Lassen College in some of the greenhouses.

City staff are currently polling the community for a suitable name, fine tuning the final design and developing a financial plan.

### Skyline Park Development

At the intersection of Skyline Drive and Highway 139 lies 61 acres of open space known as Skyline Park. This park was established by the City in 1995. To date a series of trails, a paved bike path and a BMX track have been built at the site. A lack of utilities at the site has prevented the City from implementing the masterplan that was adopted in 1997.

That should soon change. The City applied for and received a Proposition 12 grant to develop the park. In addition to bringing water, sewer and electric to the site, a full size soccer field, restrooms and parking lot are planned. With the growing popularity of soccer in Susanville and the ever-present shortage of fields, this will be a great addition to the community. construction is scheduled to begin in 2004.

### Susan River Parkway Trail

With funding from the Sierra Nevada Cascade Grant Program, the City was able in 2003 to purchase the final links in a trail corridor along the Susan River. The City has been working towards the development of a multi-use trail along the Susan River for ten years. In that time, the City has acquired all of the necessary property on the north side of the river from Alexander Avenue to Highway 36 at McDonald's Restaurant.

In December, an application was submitted to the River Parkways Grant Program for the funding to construct the trail. The grant was awarded to the city and trail completion is scheduled for September 2005.

### Fire Department Activities

2001 - The Fire Department received a Office of Traffic Safety grant to purchase rescue engine 622.

2002 - The Fire Department received a FEMA grant to purchase a fire safety prevention trailer. The trailer has been very effective in educating the children of the community about fire safety and prevention.

2003-2004 - The Fire Department received Bureau of Land Management grants to build an quick attack wildland engine for urban interface fires.

2004 - The Fire Department implemented the Knox Box Key Lock System for all commercial buildings within the city limits. Existing commercial buildings are not required but encouraged to use the system and all new commercial construction is required to install the Knox Box system.

2004 - The Fire Department purchased a Ladder Truck in 2004 which will aid the department in fighting fires in buildings of more than one story and could have a positive effect on the overall insurance premiums the citizens of Susanville will pay.

2004 - The Fire Department purchased reserve engine #626 from the State of California Office of Emergency Services

2004 - The Fire Department was assigned OES Engine 265 for urban search and rescue from the State of California Office of Emergency Services.

2004 - The Fire Department implemented a temporary second station at the Lassen College in an abandoned Co-Generation Plant. The second station contains two engines and the fire safety trailer. The second station is not manned but is in a very strategic location making the engines available on a moments notice.

### **Police Department Activities**

**ASAP - Access, Service, Assistance & Partnership** - Upon hearing the acronym **ASAP**, typically one would think of getting something done or going somewhere as soon as possible. For the employees at the Susanville Police Department, this term's meaning goes much further. It is the core of our newborn mission. SPD is committed to Community Oriented Policing. Many may ask the exact meaning of the term community oriented policing. For us, it means working smarter, partnering with our fellow law enforcement agencies, creating critical relationships with businesses and non-profits in the community, and taking pride in the outcome of what we do.

Year	Arrests	Citations	Part I Crime	Accidents
1998	546	400	489	230
1999	495	621	366	187
2000	521	638	322	202
2001	645	616	340	274
2002	596	675	396	272
2003	615	1,210	427	270

While we examine the statistics shown above, various programs are being developed to decrease the incidents of serious crime and accidents. A focus on youth, alcohol and domestic violence are critical to improving the crime rate in Susanville in the future.

The Police Activities League (PAL) program, School Resource Officer (SRO) program at the High School, grant applications for a traffic officer and domestic violence officer, as well as other structural and focus changes in the police organization will assist us in the mission of making Susanville a safer place to live. It is only with the help of the people in our community that we can be successful in our mission.

In 2004 the Police Department added an evidence room and new personnel and equipment to maintain pace with the growth of the City.

In 2004 the Police Department purchased speed radar signs for application on streets near schools. The two signs purchased were placed on Richmond Road in front of Diamond View School and the speed of vehicles was reduced by 4 m.p.h.

### **Public Works Department Activities**

#### **WATER DIVISION**

##### Cady Springs Water Transmission Pipeline, Storage Tank, Pump House, and Appurtenances Project, Project Number 01-02

Construction for this project began in August 2003 with a completion date of September 2004. This project includes a 1 million gallon water storage tank which will increase the City's water storage capacity. The project also includes a construction of a hydro turbine generator which will produce electricity to be sold to LMUD which will help off-set the cost of construction of this project.

##### Spring Ridge Water Storage Facility and Pipeline Project, Project Number 02-06

The project included a 1 million gallon water storage tank and pipeline to increase the City's storage capacity as well as connect the new hospital to the City's water system. The City is working towards April 2004 to get the system online to increase pressure to the north area of the Susanville.

##### Water Meter Replacement Program

This past year the Water Division crew have completed a program to identify the location of all water meters, determine if they are functioning correctly or not functioning correctly, and then immediately replacing the non-functioning meters with new water meters.

##### Water Meter Reading

Also this past year the Water Division has instituted a new meter reading program that allows for less than a 1% or less reading error. A new training program has been implemented for the meter readers to inspect and maintain the water meters as they read them.

### Bagwell Springs Chlorination Station

The City is currently building a chlorination station at Bagwell Springs which will add state of the art equipment to the system to provide increased protection of the City's water system.

### 24 Hour 7 Days a Week Customer Service

The City now has a 24 hour 7 day a week telephone number (257-7236) to provide immediate response for service calls as well as after hours emergency response.

## **NATURAL GAS DIVISION**

City of Susanville staff are bringing the City into the 21<sup>st</sup> Century with state of the art natural gas equipment to provide maximum service to the users of the City's natural gas service. The City now has approximately 1800 natural gas customers on-line and has approximately 500 services in progress.

### Natural Gas Meter Reading Program

The City has moved away from using dial face gas meters by replacing them with numeric face gas meters which provides for a higher standard of accuracy in reading.

### Natural Gas System Construction and Maintenance

The City's Natural Gas Division crew works with state of the art equipment for safety and installation during construction of natural gas lines. This equipment includes directional boring equipment and trenching equipment. The result is that the City installs service lines more cost effectively and then those savings are passed on to the users.

### Customer Service

The City Natural Gas Division has a 24 hour 7 day (257-7236) a week customer service program to better serve your in-house natural gas needs and to facilitate a smoother conversion process on appliances. The Natural Gas crew has years of background and training in customer service and conversions.

## **STREET DIVISION**

The City has reorganized the Street Division which allows better coverage of City streets. They have implemented a permanent pavement repair program. They have stepped up their services to include better coverage in street sweeping, snow removal, and roadway

maintenance. They are replacing and installing street name signs and other street signs, striping streets, and painting curbs.

Safe Routes to Schools funding was used to install new curbs, gutters, sidewalks and repair existing curb, gutters, sidewalks on both sides of Richmond Road from Main Street to Diamond View School. This project will provide for safer walking routes for children walking to school. The City also recently completed the Fourth Street Sidewalk Improvement Project which included construction and repair of curbs, gutters, and sidewalks along the north side of Fourth Street from Ash Street to McKinley School. This project provided for increase safety for children walking to school. Another project will be to construct a lighted crosswalk in front of Diamond View School and on Ash Street for McKinley School.

### **FLEET DIVISION**

The City has a new Fleet Maintenance Supervisor who is in the process of reorganizing the City's mechanic shop by undertaking the repair of all vehicles belong to the Police Department, Fire Department, Natural Gas Division, Water Division, Street Division, and Parks and Recreation Department. They have increased the level of service and quality of workmanship for these departments.

### **ENGINEERING DIVISION**

The City is rebuilding the Engineering Division to include a full-time City Engineer who will work out of the Public Works Department and an Engineering Technician/Inspector. Their role will be to design and manage all of the City's projects as well as review plans for outside projects constructed by developers within the City. The Engineering Division will also continue to manage and inspect the Cady Springs Water Transmission Pipeline Project to its completion.

## **COMMUNITY DEVELOPMENT DEPARTMENT ACTIVITIES**

### **FROM JANUARY 2001 THROUGH DECEMBER 2004**

Banner Lassen Medical Center was completed in 2003 providing a 32-bed hospital with state of the art equipment and care for Susanville and the surrounding area.

The Planning Commission approved the construction of a new 26,949 square foot, medical facility, known as Northeastern Rural Health Clinic, that will house urgent care, family & womens health, dental care and support facilities. The project was completed in the summer of 2005.

The Planning Commission approved a project in 2003 which will eventually provide 69 assisted living units including Alzheimer care and 10 duplex units containing 20 cottages for elderly housing. The first phase of the project is under construction.

The City is in the early planning stages of the extension of Alexander Avenue south-westerly to Richmond Road to intersect near Diane Drive (in the county).

The City is in the early planning stages of the extension of Skyline Road south from Johnstonville Road to the abandoned railroad right-of-way and connecting with Alexander Avenue.

The City updated the Housing Element of the General Plan, it was adopted by the City Council in the fall of 2004.

In the fall of 2004 the City of Susanville joined a partnership of 20 public entities located along the 500-mile Volcanic Legacy Scenic Byway to Promote tourism and recreation in our area. The byway is a designated All American Scenic Road that traverses two states, from Crater Lake National Park in Oregon to Lassen Volcanic National Park in California. The byway offers a unique driving experience through rugged landscapes shaped by fire and ice and has the potential for bringing increased tourism to the area. At an October 14,2004 signing ceremony held in Mt. Shasta, the city, represented by Bill Nebeker, signed a Memorandum of Understanding (MOU) with other communities, agencies, and organizations located along the byway to address the issues of local tourism, recreation and other interests. The Memorandum of Understanding creates an organizational structure that will facilitate Byway planning and development along its entire length.

**COMMUNITY DEVELOPMENT DEPARTMENT  
GOALS, OBJECTIVES AND ACTIVITIES FOR 2005**

Update the Land Use Element of the General Plan, the Zoning Ordinance and development standards.

Review the current City sphere of influence and recommend updates where necessary.

Update and stream line the development process and procedures.

Training of staff members as to the Planning and Building Permit process and office procedures.

Continue working in conjunction with the Fire Department to provide a strong code enforcement program for the City of Susanville.

**COMMUNITY DEVELOPMENT DEPARTMENT MISSION STATEMENT**

To expand the quality of life in Susanville by promoting the safe and orderly growth and development of the community.

We do this by:

- ◆ Striving for exceptional customer service
- ◆ Assuring that code and ordinances are complied with
- ◆ Promoting a friendly, can-do attitude
- ◆ Providing lots of useful information
- ◆ Solving problems; not being the problem

## **ATTACHMENT 'A'**

**Workforce Housing  
Annual Progress Report  
on Implementation of the Housing Element  
General Plan Report requirement pursuant to Section 65400  
of the Government Code**

**ATTACHMENT 'A'**

Workforce Housing  
Annual Progress Report  
on Implementation of the Housing Element  
General Plan Report requirement pursuant to Section 65400 of the Government Code

**Jurisdiction:** City of Susanville  
**Address:** 66 N. Lassen Street, Susanville, CA 96130  
**Contact:** Bill Nebeker, Community Development Director  
**Phone:** 530 252-5114

**Report Period:** 2001 Calendar Year to 2004/2005 Fiscal Year

**A. Progress in meeting Regional Housing Need**

1. Total number of new housing permits issued:

	2001	2002	2003	2004	½ 2005	Total
<b>SF</b>	30	28	44	72	16	190
<b>2 family</b>			4 (2 duplex)			4
<b>3 family</b>						0
<b>4 family</b>						0
<b>5+</b>						0
<b>Total</b>	30	28	48	72	16	194

2. Affordability, by income level, of new units including the number of deed restricted affordable housing units.

Income Level	2001-2004
<b>Very Low</b>	5
<b>Low</b>	33
<b>Moderate</b>	137
<b>Above Moderate</b>	19
<b>TOTAL</b>	194

Deed restricted homes: 34 in the Very Low and Low Categories

3. Comparison of dwelling units added to Regional Housing Need Allocation by income category including years 2001 to end of 2004/2005 Fiscal Year.

Income Group	RHNA	City of Susanville	Remaining Goal
Very Low	341	5	336
Low	221	33	188
Moderate	260	137	123
Above Moderate	575	19	556
<b>Total</b>	<b>1397</b>	<b>194</b>	<b>1203</b>

RHNA figures taken from Table 4-2 of Housing Element. Most homes in the Moderate and Above Moderate categories are estimated due to lack of information on income figures.

**B. Effectiveness of the housing element in attainment of the community's housing goals, objectives and policies.**

1. Program-by-program status report relative to implementation schedule for each program in the housing element with description of actions to be taken to implement each program was provided previously in the Housing Element section of this report.
2. Assessment of effectiveness of actions and outcomes:

The Housing Element of the General Plan was adopted in March 2004. Since then the major emphasis of the City of Susanville Community Development Department in implementing its policies has been in updating the Land Use Element of the General Plan and the Zoning Ordinance. Due to a small staff, and severe budget and time constraints progress has been slow on the update. However a draft Land Use Element and Zoning Ordinance were reviewed by the Planning Commission in September 2005 and are scheduled to be released to the public soon for review before the public hearing process begins.

The greatest success the City has achieved in accomplishing objectives of the Housing Element is the encouragement and promotion of the construction of alternate types of dwellings other than single family detached housing and the procurement of grants for housing rehabilitation and weatherization, and renovation or reconstruction of tenant occupied housing. The numbers in this report show predominantly single family homes being constructed in the city, but the City is confident that alternate forms of housing at more affordable price levels will be under construction soon and will be reportable in next year's

progress report. Some of this new housing is directly related to staff's promotion of alternate types.

The City still struggles with the high density housing obstacle and has subsequently denied two higher density proposals in the last three years due to neighborhood opposition. One of those sites was recently approved for senior manufactured home housing at a slightly less density with virtually no opposition. Staff is active in training the Planning Commission to make better land use decisions that promote housing for all segments of the community, rather than just a selective group.

The next challenge will be to educate the public and policy makers on the importance of adopting needed changes to the Land Use Element and Zoning Ordinance so policies of the Housing Element can be effectively achieved.

C. Progress toward mitigating governmental constraints identified in the housing element.

The Housing Element did not *recommend* any specific governmental constraints that needed to be removed to promote the development of more housing in Susanville. However, the first priority of the Community Development Department is the review and processing of development applications, including building permits, in the most time efficient manner possible. The Community Development Director has an open door policy in relation to developers seeking information on land development in the city. Every effort is made to accommodate and encourage development within the city. The City's Building Official has instigated an expedited review process for additions to existing homes.

Other actions which are being undertaken to remove governmental constraints *discussed* in the Housing Element are as follows:

- The City promotes the Planned Development option in the Zoning Ordinance to achieve a more efficient design and higher density in developments.
- In May 2005 the City adopted Standard Construction Details and Standards for Public Works Construction in the City to create certainty in applying standards to new construction.
- The City strives to achieve processing time periods as short as possible to reduce delays in the development schedule.
- After years of using the same development and mitigation impact fees the City revised and updated its fee schedule and now reviews and updates fees as needed on an annual basis. The current fees are consistent with government code to reimburse the city for the cost of services and is still lower than similar fees required in cities of similar size. With the increased fees and other recently enacted fiscally responsible actions, the City is regaining its financial strength and is better prepared to assist the development community in providing the infrastructure necessary for future development.

- The City is actively participating in the review and approval of a Municipal Service Review to set the framework for allowing annexations to proceed in a more orderly manner in the future.
- The City is preparing a Tax Sharing agreement with the county to set the framework for allowing annexations to proceed in a more orderly manner in the future.
- The city continues to experience land values at a significantly lower cost than many other areas in California.
- The City continues to seek funding from various sources for various programs such as rental housing rehabilitation, weatherization grants, workforce housing programs, etc.
- The City continues to provide improved accessibility to city hall.